



THE OFFICE OF SHARED ACCOUNTABILITY MONTGOMERY COUNTY PUBLIC SCHOOLS

SHARED ACCOUNTABILITY ADVISORY COMMITTEE MEETING NOTES

May 14, 2008
6:00 – 7:30 pm
CESC Cafeteria

Facilitators: Doug McManus, MCBRE, (Co-Chair)
Kay Romero, MCCPTA, (Co-Chair)

Recorder: Cynthia Loeb, OSA

Members present:

Mrs.	Carol	Blum	HSIA/OCIP
Ms.	Terry	Cepaitis	OCIP/DCI
Mrs.	Betty	Collins	OOD
Mr.	Steven	Fink	OSA
Ms.	Margaret	Gheen	OSA
Dr.	Joey	Jones	Principal, Robert Frost MS
Mr.	Adam	Lauer	Student, Damascus HS
Ms.	Barbara	Leister	Principal, Wyngate ES
Mr.	Don	Masline	Principal, Forest Knolls ES
Mr.	Doug	McManus	MCBRE
Dr.	Shahpar	Modarresi	OSA
Mrs.	Betty	Montgomery	OOD/SEIU Local 500
Ms.	Vasuki	Rethinam	OSA
Ms.	Kay	Romero	MCCPTA
Mrs.	Susan	Russell	DSE/DPSERS
Dr.	Stacy	Scott	OSA
Dr.	Clare	Von Secker	OSA

Handout Meeting Agenda

Welcome and Introductions

Sign in attendance.

Doug and Kay welcomed SAAC members and introductions were completed.

Cindy reported that in March “DSA” had become an “Office” and Dr. Stacy Scott had joined MCPS as the Associate Superintendent for OSA. Dr. Scott was asked to attend several other meetings that conflicted with the SAAC meeting and he would join the group later in the evening.

What is the role of SAAC?

Clare led a discussion about the role of SAAC in the coming school year. Clare reported that OSA has a number of “advisory groups” that are formed to gather feedback on initiatives/projects/evaluations OSA is asked to study (e.g., ineligibility, suspension, HSAs, prediction models, grading and reporting, etc.). Clare posed to the group whether SAAC should meet more often or in smaller groups to discuss topics OSA is studying. Further, what are the needs for schools and offices?

SAAC members discussed and commented that the data help to drive instruction—OSA provides the data. However, schools need help to link data to everyday classroom work. While schools may feel pressure to use data to place students in particular classrooms, such use of the data do not mean students are appropriately placed to perform in those classrooms.

How can data help schools work with students? SAAC discussed there should be more communication and coordination among offices so that schools are not presented with many “sets” of data that are not always current or useful to the daily operations of schools.

OSA representatives reported that one of the focuses of OSA under the leadership of Dr. Scott will be to train others (schools) on how to use available data for informing the instructional program.

SAAC Recommendations:

- Develop a template for training others on how to ask the “right” questions to get the information that is needed. Consider posting the template on the OSA Web site.
- Develop a process for teaching others how to ask the “right” questions.
- Better communication among offices in central office (e.g., OSA, OCIP, and OSP).
- Develop “mock” MSA tests with item analyses that can be used to predict the success of students and provide information about the areas of students’ needs.

Discussion of Parent Surveys of School Environment

OSA staff reported that the Surveys of School Environment had been postponed due to budgetary constraints.

Clare reported that the delay in the SSE administration provided an opportunity for OSA to review issues that have been raised by stakeholders:

- Parent response rates
- Survey items pertaining to current issues. Providing an opportunity for a “hot topics” section/rotating items that would allow customized questions about topics of interest for the year

Parent Response Rates. SAAC discussed ways to increase response rates and maintain, as best as possible, rigorous research methodology (e.g., “think out of the box”).

Strategies suggested:

- OSA to work with community stakeholders who are scheduled to have meetings with parents fall 2008.

- OSA to contact the Division of Family and Community Partnerships to collaborate on ways to increase response rates from underrepresented populations.
- OSA and MCCPTA—work together to promote and support parent participation in the surveys
- OSA to contact the Web Services Team about the feasibility to have a “Survey Reminder Pop-up” on Edline when parents review their children’s information.
- Ask special interest groups to champion the survey effort.
- Administer the parent survey at the same time as report cards or parent conference time (November)
- Promotional efforts
 - ▲ Clip on “*Take 10*”—MCPS program
 - ▲ Quick Notes
 - ▲ Parent Academies
 - ▲ Saturday School
 - ▲ Kiosks
 - ▲ Same time as school events involving students (e.g., performances, athletic events)

Hot Topics Survey Section—about 5 questions

- Create a “Hot Topics” section on the parent survey.
- Solicit feedback from parents about ideas/issues they would like for the “Hot Topics” section.
- Create a place (“Bulletin Board”) on the MCPS Web site where users could place ideas on issues that might be included in the “Hot Topics” section.
- Inform public (possibly through MCCPTA) of the location and purpose of the “Bulletin Board.”
- OSA will summarize common themes and present to SAAC in early fall.
- Ensure the collection of “Hot Topics” is done with enough advance time so that the resulting survey questions can be incorporated into survey.

Action Items

- Disseminate information about why the surveys might be administered at a different time of the year (e.g., November).
- Place information on OSA Web site.
- Provide a way for community input on “Hot Topics Questions” through a web “Bulletin Board.”
- E-mail SAAC members regarding feelings about changing time of survey administration (parent survey) and rotating “Hot Topics” questions. OSA to summarize feedback.
- OSA to meet/partner with MCCPTA to promote the parent survey.

Summary

The meeting was adjourned at 7:40 pm. OSA to schedule meetings in 2008–2009 school year. Time and place TBD.