

**D'Evelyn Accountability Committee Meeting**  
**September 12, 2017**  
**MINUTES**

**Welcome and Introductions**

Opened meeting at 5:30 PM

**Approval of May 2017 Minutes**

- Passed by unanimous vote

**Student Council Update – Margaret Pilkington**

- Homecoming is September 30<sup>th</sup> – theme is James Bond
- Spirit Days will be held the week prior to Homecoming
- Wish week through Make-A-Wish foundation will be held the week prior to Homecoming. Student Council will be selling t-shirts to raise money. Shirts will be sold at lunch for \$10 starting next week.
- Bonfire is the Wednesday prior to Homecoming – all families are welcome

**Principal Report – Josh Griffin**

Personal background – Mr. Griffin moved a lot as a child, including Illinois, Southern California, Northern California, Colorado. In Colorado has lived in Evergreen, SW Jeffco, South Denver, and North Denver.

Educational Background - Mullen High School, Santa Clara University, DU - Teacher's College Metro State - additional coursework, CU-Denver - Administrative License + Master's Degree

Professional Experience - Growing up, Mr. Griffin had a lot of experience coaching, tutoring, and mentoring young people. Was hired as D'Evelyn girls swimming & diving coach for the 2003-2004 season. Found a passion for teaching, coaching, and mentoring. He returned to school at DU / Metro State to complete appropriate coursework. In the Spring of 2006 he was a student teacher and went through hiring process. He was hired to teach in the History Department in 2006-2007. He has taught:

- Non-Western Civilization
- Western Civilization
- Government
- Economics
- AP Macroeconomics
- Arts & Ideas

He has also coached Girls swim & dive for 11 years and Boys swim & dive for 8 years. Mr. Griffin's additional experience includes: Student Council Sponsor, Athletic Leadership Council Sponsor, Senior Class Sponsor (3 years), Department Chair (History Department), Instructional Leader (History Department).

Beginning in 2014-2015, Mr. Griffin served as an Assistant Principal at D'Evelyn for three years. Primary responsibilities included: working with 7th and 8th grade students, building safety & security management, standardized testing coordinator, student support (504, IEP, ELL)

In February, Mr. Griffin became interim principal indefinitely, and in April, the Steering Committee and Jeffco Schools administration named me the interim principal for the 2017 - 2018 school year.

Mr. Griffin has spent his entire adult, professional life at D'Evelyn. In that time, a lot has changed. He bought my first house, got married (May 28, 2016) wife Fran and Mr. Griffin had a baby, Josephine (May 18, 2017)

In this period of time, Mr. Griffin has developed a deep knowledge and sincere appreciation for

1. School Choice
2. The D'Evelyn Program in particular

Points of emphasis in the D'Evelyn Program - goal is to create an academic program that delivers on the promises laid forth by the D'Evelyn Program Document

1. High academic & behavioral expectations
2. Liberal arts program
3. 7 - 12 progression
4. Vertical & horizontal alignment between disciplines
5. Textbooks
6. Teacher-Centered, Whole Group Instruction
7. Relevant, purposeful HW
8. Parent Involvement
9. Student Support

Reading & reviewing the Founding Document is an integral and important part of his role.

#### D'Evelyn Graduates

My role & purpose as principal - to lead the school in a way that allows students

- to master the D'Evelyn curriculum
- to develop key academic and personal skills
- to engage constructively and thoughtfully in civic & community matters
- to find happiness and success in life after graduation

My operational goals for this school year:

- educate community on school philosophy; advance the understanding and knowledge of the school philosophy among D'Evelyn and non-D'Evelyn community members
- maintain, enhance, and systemize safety procedures
- promote a positive school culture
- engage the parent community
- recognize & celebrate student success

- promote a positive work environment & healthy work/life balance
- enhance communication systems and information distribution throughout the school

Strategic Considerations - issues facing our school (and many schools)

- K-5, 6-8, 9-12 enrollment
- standardized testing participation & achievement
- review of governing policies
- curricular review & textbook selection
- more UIP to follow next month, emphasis on reading & writing instruction
- systemization of student support

Ways for parents to be involved: Steering Committee, Accountability Committee, D'Evelyn Educational Foundation

#### **Health and Wellness Committee Update – Jen Bolcoa**

- The health and wellness committee would like to more formally be connected to the accountability committee
- There are projects coming up this year
- Anyone that would like to volunteer on this committee please let Carrie Kollar (A/C recorder) know and she will pass along your information

#### **Steering Committee Report (SC) – Gina Coco**

- Purpose is to protect the founding documents
- The SC will be undertaking a hiring process for the permanent principal position
- The SC will be basing the process on a comprehensive review of: Policy, Past Hiring Processes, Past Principal Hiring Committees, Calendar
- SC will create a hiring committee and all selected members must meet certain requirements (reading of founding documents and hiring policy, agreement with D'Evelyn philosophy and commitment to seek consensus, confidentiality, commitment to 20+ hours in the process, and if not already a SC member, submit written responses to SC questionnaire)
- The proposed committee will have: 7 SC members, 1 Dennison representative, 3 Non-Steering staff members, 1 Accountability Committee member designee, 1 Founder and 1 District Representative
- Focus groups composed of parents, staff and students will be formed
- Approximate timeline will be:
  - October – SC finalizes procedures and timeline
  - November – groups determine their representation, SC will gather input, verbal and essay questions will be formalized, job description will be finalized
  - December/January – job posting and receiving applications
  - February-March – review of applications, minimum of 2 sets of interviews, focus group meetings, hiring committee recommendation, final SC vote, final district approval of candidate, community announcement

Meeting adjourned at 6:45 PM

**Attendees:** Josh Griffin, Carrie Kollar, Dana Miller, Steven Kosten, Annette Pilkington, Liz Szathmary, Kirsten Krzystek, Stephanie Culligan, Michelle Stein, Lisa Rukstales, Gina Coco, Lisa Cushnie, Dan Wille, Erin O'Neill, Amanda Gersabeck, Sarah Smith, Cuong Ngo

**Next Meeting – October 10, 2017 at 7:00 AM**