



**WILLOW CREEK ELEMENTARY**  
**Accountability Committee Meeting Agenda**  
**Willow Creek Library – Monday, February 12, 2018, 6:30 PM**

**\*Welcome and Introductions (6:30-6:35)**

-Alison Solove and Melinda Krause, Co-Chairs

Review of Meeting Norms (originally created by CCSD District Accountability)

1. **Respect Our Time:** Begin and end at the set advertised times.
2. **Stay Focused:** Do our best to proceed through the agreed-upon agenda at each meeting.
3. **Assume the Best:** Demonstrate a positive regard for the work and intentions of our colleagues and our community.
4. **Criticize Constructively:** Disagree respectfully.
5. **Share the Floor:** Make certain that everyone has an equal opportunity to express ideas.

**\*Approval of Minutes from Special January Meeting (6:35-6:40)**

-Chris Domino

**\*District Accountability Committee Report (6:40-6:45)**

-Brenda McKenna

**\*Duties of a School Accountability Committee (6:45-6:50)**

-Chris Domino

**\*PTO Report (6:50-6:55)**

-Jill Savela

**\*Staff Report: Willow Creek's Implementation of the Colorado Academic Standards for Writing and Composition. This report will focus on Grade Level Expectation 3, the application of conventions to written communication, including spelling, keyboarding, and cursive.**

-Grade-level teachers (6:55-7:25)

-Questions or Comments (7:25-7:45)

**\*Open Forum and Questions (7:45-7:55)**

-Any attendee is welcome to ask a question, make a comment, or suggest a topic for a future meeting. Each speaker is limited to three minutes.

**\*Principal's Wrap-Up (7:55-8:00)**

-Diana Price

**NEXT MEETING: MONDAY, March 12 – 6:30 PM**

Tentative special topic: Testing at WCE

Outstanding topics to be addressed: Professional Learning Communities and consistency across grade levels (vertical integration), communication methods, by-laws revision, structure of accountability meetings, update on planning for innovation grant