

FEBRUARY 2012 BFA SAC MEETING NOTES

Members in attendance: Ann Citrin, Amy Taylor, Chris Eubanks, Robin Mendelson, Glen Roper

Parent Satisfaction Surveys

Amy Taylor and Chris Eubanks completed and distributed the Parent Satisfaction surveys via email. Approximately 450 families have responded so far, which is a fairly good response. Many of the comments have been positive.

Amy Taylor is analyzing the empirical data from the survey by transcribing the comments and looking for major comment trends. She'll compile those comments together and create a report once all the surveys are complete.

Chris Eubanks is compiling the statistical data and has developed a number of graphs that chart the survey results into measurable analytics. He'll continue compiling the results when the survey due date is finished and will have a complete data set to share at the next meeting.

Ann Citrin suggested sending out reminders to the BFA community to remind people to complete the survey in hopes of obtaining the highest response possible.

Student Survey

The SAC will also develop a student survey for the school community to be ready by April. Robin Mendelson volunteered to develop the survey questions. Topics to be addressed may include: which extra-curricular activities do the students like and which additional activities would they like to have at BFA, how do they like BFA, have they adjusted to their new school, etc. The following parameters for the survey were defined:

- No more than 10 questions long
- All multiple choice (probably a rating system like 1-4)
- Survey will be on paper (or possibly taken via iPads)
- Survey will be taken in-class and administered by the teachers

Policy Review

The BFA Board of Directors has asked the SAC to conduct a review of the BFA Policies. The review needs to include a determination of whether the policies are being properly administered.

The SAC discussed if this is within their scope, and do they have the appropriate amount of time and resources to properly analyze all the policies. Because the scope of this project is large, it could possibly overwhelm the SAC.

Several ideas were introduced on how to go about analyzing the policies, as well as issues that may interfere with how to determine whether the policy is being properly administered.

Uniform Policy – Within individual classrooms, teachers administer the policy differently. Some manage the system on a daily basis while some site infractions occasionally.

Academic Policies (Grading, Homework, etc.) – Possibly look at documentation within the school, but that might not give the whole picture.

Surveying the policies could involve sitting in on teacher's meetings and asking questions to clarify procedures.

Since the policies were developed incrementally, and are up for review at different times, the SAC could possibly review them chronologically. Glen Roper offered to take a look at the policies and to develop a spreadsheet that lists each one, along with the corresponding due date when they are up for review.

BFA Middle School Expansion

The expansion for the middle school is on track and will start as soon as school is finished in May. It will include an addition to the current building on the southwest corner and will probably incorporate a separate lounge and science lab just for middle school students.

SAC Vice Chair

Amy Taylor was awarded the SAC Vice-Chair position.

January Minutes

The minutes from the January 2012 meeting were approved.

