

APPROVED



Delta STEAM Academy

Minutes

DSA Evaluations Committee September 2023 Meeting

Date and Time

Wednesday September 13, 2023 at 6:00 PM

Location

This meeting will occur virtually

Committee Members Present

Berneta Churchill (remote), Mary Jackson (remote)

Committee Members Absent

None

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Berneta Churchill called a meeting of the Evaluations Committee of Delta STEAM Academy to order on Wednesday Sep 13, 2023 at 6:02 PM.

C. Approve Minutes

Mary Jackson made a motion to approve the minutes from DSA Evaluations Committee August 2023 Meeting on 08-09-23.

Berneta Churchill seconded the motion.

The committee **VOTED** to approve the motion.

II. Evaluations

A. CEO Evaluation Update

Principal Grier was provided with goals and bonus structure for the 23-24 school year on September 6, 2023.

Committee will review MAP scores once complete.

B. Parent Satisfaction Survey

Committee discussed what questions should be present on parent survey. The survey will consist of a maximum of 15 questions. Survey will be pushed to parents no later than third week on November. Parents will have 3 weeks to complete survey.

Berneta Churchill made a motion to use the jotform parent survey.

Mary Jackson seconded the motion.

<https://www.jotform.com/build/232508665076158>

The committee **VOTED** unanimously to approve the motion.

C. Faculty and Staff Feedback

Committee discussed what questions should be present on staff survey. The survey will consist of a maximum of 15 questions. Survey will be pushed to staff no later than third week in November. Staff will have 3 weeks to complete survey.

Berneta Churchill made a motion to use the jotform staff survey.

Mary Jackson seconded the motion.

<https://www.jotform.com/form-templates/teacher-satisfaction-survey>

The committee **VOTED** unanimously to approve the motion.

III. Other Business

A. Survey Incentives

Committee discussed seeking partnerships to reward survey completion. ex. free ice cream at local restaurant

Survey should have a QR code for easier access and completion

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:43 PM.

Respectfully Submitted,
Berneta Churchill