



# Delta STEAM Academy

## Minutes

### DSA Evaluations Committee October 2023 Meeting

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#### **Date and Time**

Wednesday October 11, 2023 at 6:00 PM

#### **Location**

This meeting will occur virtually

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#### **Committee Members Present**

Berneta Churchill (remote), Mary Jackson (remote)

#### **Committee Members Absent**

*None*

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### **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 Oct 11, 2023 at 6:00 PM.

#### **C. Approve Minutes**

Mary Jackson made a motion to approve the minutes from DSA Evaluations Committee September 2023 Meeting on 09-13-23.

Berneta Churchill seconded the motion.

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

## II. Evaluations

### A. Parent Satisfaction Survey

Recap that survey will include a maximum of 15 questions.  
One survey per family will be sent.

### B. Faculty and Staff Feedback

Recap that survey will include a maximum of 15 questions.  
One survey for each staff member.

## III. Other Business

### A. Actions

ACTION:

1. Request number of families from Principal and/or AP.
2. Gather email addresses for families from Principal and/or AP.
3. Gather email addresses for staff from Principal and/or AP.
4. Create survey.
5. Determine a survey platform.
6. Look into possibility of using a QR code for survey access.
7. Create or locate template for charitable giving.

### B. MAP Testing Score Review

MAP baseline scores were received via email from AP D. Bailey on Oct 6, 2023.  
Scores require additional clarification to make a comparison to last year's testing.  
Follow-up will occur via email.

## 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 6:21 PM.

Respectfully Submitted,  
Berneta Churchill