

U-46 Citizens' Advisory Council

NOTES OF MEETING

TODAY'S DATE September 25, 2014	MEETING DATE May 15, 2014	MINUTES APPROVED September 25, 2014
MEETING TITLE CAC Executive Committee Meeting		AUTHOR Ian Horn

LOCATION OF MEETING: U-46 Educational Services, Room 251
ATTENDED BY: Mary Van Slyck, Melissa Lane, Sue Kerr, Kevin Sweeney, Melissa Owens, Natalie Olsen, Ian Horn, Sarah Thompson, Tony Sanders (district liaison), Dr. José Torres
ABSENT: Don Kaiser, Larry Bury, Madeleine Villalobos
DISTRIBUTION:
RC/CF:

ITEM	DESCRIPTION OF DISCUSSION
1.	Meeting called to order at 7:03 p.m.
2.	Meeting notes from April 24 meeting were reviewed and corrected. Motion to approve by Kevin Sweeney. Seconded by Sue Kerr. Minutes approved on voice vote.
3.	Mary repeated a question from the general meeting: does the district track the use of computer equipment currently? It appears that they do not.
4.	No further comments from the committee on the last meeting.
5.	Review of the schedule to present the committee reports to the board. The schedule as outlined in last month's meeting minutes stands.
6.	Who plans to continue as committee chairs? <ul style="list-style-type: none"> • E&F: Sue Kerr will continue. Don will not. Roger Wallace will serve as co-chair. • Curriculum: Melissa Lane will continue as chair. • Special Ed: Sarah and Melissa Owens will continue as co-chairs. • Finance: Kevin will not be able to continue. • FACE: Natalie will not continue as chair next year. Madeleine will continue as co-chair and Sandy Martin will join as co-chair. Madeleine and Sandy will approach one more person to be a third co-chair. • Legislative: Larry will not be able to continue as chair. Larry will try to identify a candidate as the replacement.

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7.	Ideas for meetings next year: <ul style="list-style-type: none"> • Update on taxes. • Present elementary math curriculum. The new math curriculum is very different. • RTI/MTSS • Update on Destination 2015 • See item 16, below. • Gifted program (popular with the members) • See item 17, below.
8.	Ideas for committees next year: <ul style="list-style-type: none"> • Do we have a liaison for Special Education committee, yet? No, it is a challenge to recruit teachers and administrators. The administration is working on it.
9.	Do we know yet what will be replacing the ACT for the PSAE? There is a lot of resistance to replacing the ACT with PARCC. Do we have data on what percentage of students take the ACT as part of PSAE take it only for that reason?
	Review of the survey results:
10.	Most popular choice for meeting topic: district technology policy.
11.	Tentative date for a candidate forum for school board: March 2015. (The election is on April 7.)
12.	At the welcome meeting, introduce the board and discuss their responsibilities. This is in answer to a comment from the survey. (action)
13.	Do we want a program on common core? Perhaps tie this into the program on math curriculum.
14.	Positive feedback on school safety and security program.
15.	A lot of requests for RTI/MTSS program. This would be by Sue Smith.
16.	Consider a program for how to apply to college. (This is also a topic that the finance committee would like to look into.) Can this be tied into a broader topic about transitions? When do student/parents need to start thinking about things? Preparing for college? Preparing for high school academies?
17.	A lot of people had good comments on Special Ed and a lot of people marked it "not my cup of tea". This would be a good idea for a program. There is a very inspiring speaker who has talked to groups in the past.
18.	The board wants to go through the Destination 2015 goals and perhaps update them.

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19.	Suggestion to have a program to introduce the academies to parents. It is useful for students to start thinking about this early.
20.	Do we need to help CAC members understand their expectations?
21.	Review the schedule of meetings for next school year. Suggestion is to keep the general meetings on the second Thursday every month. Can move exec meeting forward to third Thursday when required. This was agreed except for May, which will be the first Thursday, with the third Thursday if required.
22.	Need to determine how we will do the website. Maintain by us or maintain by the district. If district maintains, then will not have the appearance of a separate site. If we maintain, it will stay in WordPress site but we will have more control. If we don't move to the district website, will the window close? They will not close access to the site but might lose access to the person who transitions over. Either way, we should ensure that everyone on exec can get into the system and maintain their piece of the site.
23.	Sarah made a motion that the CAC should maintain a WordPress website separate from the districts new web site system. (Natalie seconded) Motion carried on voice vote.
	Adjournment:
24.	Natalie moved to adjourn. Kevin seconded. Meeting adjourned at 8:25 p.m.

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MEETING ACTION ITEMS

	ACTION TO BE TAKEN	ACTION BY	TARGET DATE	COMPLETION DATE
1.	At the welcome CAC meeting (in September), introduce the board and discuss their responsibilities. [item 12]	Mary	11-Sep-2014	
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PRIOR MEETING ACTION ITEMS

	ACTION TO BE TAKEN	ACTION BY	TARGET DATE	COMPLETION DATE
1.	Natalie will call Kim to see if she has the latest version of the E&F report spreadsheet. [8/Aug, item 5]	Natalie		Done
2.	Get a list of new principals by next executive meeting. [8/Aug, item 20]	Tony		Done
3.	Try to get more participation from the leadership institutes (AAPLI and HPLI). Karla Guzman and Pat Mogge could endorse participation in CAC. Can we get an invitation to them to join us for the first CAC general meeting of the year? [8/Aug, item 21]	Mary		3/Sep/2013
4.	Bring by-laws to next executive meeting. [8/Aug, item 25]	Sue Kerr		Done
5.	Melissa Owens can put together some material that can be posted to a website. The old website needs to be taken down. [8/Aug, item 26]	Melissa Owens		30/Aug/2013
6.	Preparations for the September CAC General Meeting: Prepare letter to principals, prepare trivia game, prepare agenda, prepare brochure, prepare introductory slideshow and presentation. [22/Aug, Items 7 – 19]	Melissa Lane, Ian Horn, Mary Van Slyck, Sarah Thompson	5/Sep	11/Sep/2013
7.	Change CAC Facebook presence from Group to Page. [22/Aug, item 8]	Melissa Lane	30/Sep	31/Oct/2013
8.	E&F Committee should complete 2014 report (at least data portion) by December. [22/Aug, item 26]	E&F Committee	20/Nov	19/Dec/2013
9.	Members of exec should review the by-laws before the October meeting. [22/Aug, item 28]	All exec members	24/Oct	24/Oct/2013
10.	Go live with new CAC website. [22/Aug, item 29]	Melissa Owens	30/Aug	30/Aug/2013
11.	Send draft TTF report to exec so that it may be distributed to the CAC general membership prior to the meeting. [26/Sep, item 7]	Tony Sanders	7/Oct	7/Oct/2013
12.	Contact Tom Lesiewicz about co-chairing the Legislative Committee with Larry Bury. [26/Sep, item 11]	Tony Sanders	14/Oct	n/a
13.	Tony to follow up with Ian if any other responses to the questions asked at the CAC meeting of the	Tony, Ian	1/Nov	1/Nov/2013

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	Transformation Task Force should be added to the minutes.[24/Oct, item 3]			
14.	Create survey for CAC members to be returned at the next (last) general meeting.	Ian	May 1, 2014	May 4, 2014
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PARKING LOT ISSUES	
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