

**U-46 Citizens' Advisory Council**

**NOTES OF MEETING**

TODAY'S DATE  
**2015-08-11**

MEETING DATE  
**2015-08-06**

MINUTES APPROVED  
**2015-08-20**

MEETING TITLE  
**CAC Executive Committee Meeting**

AUTHOR  
**Kevin Sweeney**

LOCATION OF MEETING: U-46 Educational Services, Room 251
ATTENDED BY: Dan Blake, Larry Bury, Carol Dimitroff, Lisa Hopp, Melissa Owens, Kevin Sweeney, Tony Sanders, Sarah Thompson, Roger Wallace
ABSENT:

	<b>DESCRIPTION OF DISCUSSION</b>
1	Called to order at 7:06pm
2	<p>Discussion about topics for general meetings.</p> <p>September    Orientation</p> <p>October        Bullying &amp; Cyber-Bullying</p> <p>November      Boundaries &amp; Budget</p> <p>December      District Leadership Roundtable</p> <p>January        Safety &amp; Security, Safe &amp; Nurturing Schools</p> <p>February       Dual Language</p> <p>March           Curriculum Update &amp; Science Pilot</p> <p>April            Committee Reports</p> <p>May              Committee Reports</p>

**U-46 Citizens' Advisory Council**

**NOTES OF MEETING**

TODAY'S DATE  
**2015-08-11**

MEETING DATE  
**2015-08-06**

MINUTES APPROVED  
**2015-08-20**

MEETING TITLE  
**CAC Executive Committee Meeting**

AUTHOR  
**Kevin Sweeney**

	<b>DESCRIPTION OF DISCUSSION</b>
3	Discussion about how to handle public/audience comments for boundary meeting. Clarifying questions are in order, but no details or school specific questions. These issues should be addressed at the committee level.
4	Discussion about content of bullying presentation. We may want to have community members share stories, ask district administration to have a representative, and include police department representative.
5	Superintendent search is likely in early 2016. Search firm will want community input. Consider this for planning.
6	Discussion about safety shelter / "bunker" and need to update classrooms with door hardware that is lockable from the inside for "shelter in place" scenarios.
7	Discussion about "trauma informed care" presentation planned for district administration based on Tony Sander's trip to Washington DC. Adverse childhood experiences impact future learning. We may want to use a different term such as "Safe & Nurturing Schools" in presentations as "trauma informed care" is a technical term that might not be readily understood by parents.
8	Discussion of alignment of CAC committees to BOE committees. There is a desire to have more interaction between CAC and BOE, and details and assignments are still being determined. Board and CAC committees will be aligned based on Board policy sections. The expectation is that CAC committee chairs will attend Board committee meetings as availability permits.

**U-46 Citizens' Advisory Council**

**NOTES OF MEETING**

TODAY'S DATE  
**2015-08-11**

MEETING DATE  
**2015-08-06**

MINUTES APPROVED  
**2015-08-20**

MEETING TITLE  
**CAC Executive Committee Meeting**

AUTHOR  
**Kevin Sweeney**

	<b>DESCRIPTION OF DISCUSSION</b>
9	<p>Finance committee needs to find an engaging purpose, or be eliminated. The key to changing budgets is changing focus / what you're doing rather than moving pennies around.</p> <p>Might include consideration of how to calculate "per pupil spending" in committee work. This is difficult and neither district nor CAC have appropriate expertise, but a collaboration with outside parties might yield good results. If we know this, money could be allocated to schools based on the individual students attending, to allow schools more flexibility to spend money in ways most appropriate for their students. Could attempt to determine a base cost per student plus a modifier for special needs / gifted / dual language / programs.</p> <p>CAC needs to increase its role as a communication conduit. District is doing a much better job of sharing information than in the past. CAC committees need to identify their audience and tailor the message to increase interest.</p> <p>Tony indicates more citizen involvement in school funding reform discussions would be helpful.</p> <p>It not being an election year, we could combine the Finance and Legislative committees to increase impact. CAC Executive committee sets the committees per our bylaws. Combination of the Finance and Legislative committees to form a Finance and Legislative Committee was approved unanimously by CAC Executive committee. Dale Burnidge and Mary Fergus will be the district liaisons.</p>
10	<p>Curriculum committee work will include Eureka math full rollout at the elementary school level, new science committee pilot, and transitions from elementary to middle school and middle school to high school.</p> <p>Schools should continue math information nights as last spring.</p> <p>Middle school new math curriculum early implementation is starting this fall.</p> <p>Suzanne Johnson will be the district liaison.</p>
11	<p>Committee chairs are asked to have a plan of work for the next Executive committee meeting on August 20<sup>th</sup>.</p>

**U-46 Citizens' Advisory Council**

**NOTES OF MEETING**

TODAY'S DATE

**2015-08-11**

MEETING DATE

**2015-08-06**

MINUTES APPROVED

**2015-08-20**

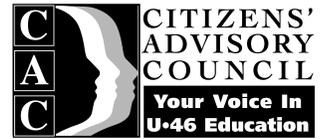
MEETING TITLE

**CAC Executive Committee Meeting**

AUTHOR

**Kevin Sweeney**

	<b>DESCRIPTION OF DISCUSSION</b>
12	<p>Special Education committee work will include Special Education University and an outline of specialized services that a student might receive. This is planned to be held at Elgin High School.</p> <p>Continuance of a Resource Fair is uncertain at this point given the budget cuts that agencies have seen related to State of Illinois budget cuts.</p> <p>Will start recruiting committee members via special ed teachers and assistants, as it is difficult to do so via CAC General committee meetings.</p>
13	<p>Enrollment &amp; Facilities committee work is currently focused on elementary school boundary changes. This should be largely done by October.</p> <p>Next will be middle and high school boundary changes with relation to elementary feeder patterns &amp; programs. This will likely include further discussion of possible school closings.</p> <p>There continues to be concern about lack of available space for students in the northwest area of the district.</p> <p>It has been 11 years since the last round of boundary changes, and most current parents and students have not been through the process.</p> <p>E&amp;F committee district Liason will be Jeff King.</p>
14	<p>Topics for the next Executive committee meeting will include:</p> <p>Discussion of how we will handle CAC updates at BOE meetings. CAC has a standing agenda item and we have not been making good use of it. We should set a schedule of committee chairs who will plan to attend each meeting.</p> <p>Discussion about Open Meetings Act requirements and how they apply to CAC. An administration staff member will attend an Executive committee meeting soon to provide information. Reminder to post meeting notices and agendas 48 hours in advance, and include a public comments agenda item at all committee meetings. Minutes should be posted within 10 days of approval.</p>
15	<p>Call for public comments; none presented.</p>



**U-46 Citizens' Advisory Council**

**NOTES OF MEETING**

TODAY'S DATE  
**2015-08-11**

MEETING DATE  
**2015-08-06**

MINUTES APPROVED  
**2015-08-20**

MEETING TITLE  
**CAC Executive Committee Meeting**

AUTHOR  
**Kevin Sweeney**

	DESCRIPTION OF DISCUSSION
16	Adjournment at 9:08pm.

**MEETING ACTION ITEMS**

	ACTION TO BE TAKEN	ACTION BY	TARGET DATE	COMPLETION DATE
1				
2				
3				

**PRIOR MEETING ACTION ITEMS**

	ACTION TO BE TAKEN	ACTION BY	TARGET DATE	COMPLETION DATE
1				
2				
3				

	PARKING LOT ISSUES
1	
2	
3	