

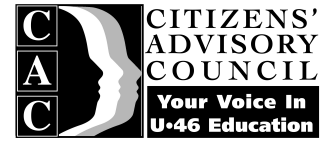
U-46 Citizens' Advisory Council

NOTES OF MEETING

TODAY'S DATE 2015-08-23	MEETING DATE 2015-08-20	MINUTES APPROVED 2015-09-30
MEETING TITLE CAC Executive Committee Meeting	AUTHOR Kevin Sweeney	

LOCATION OF MEETING: U-46 Educational Services, Room 251
ATTENDED BY: Melissa Owens (Chair), Madeline Villalobos, Kevin Sweeney (Secretary), Mary Van Slyck, Mary Fergus (Admin Liaison), Sarah Thompson, Larry Bury, Dan Blake (Vice Chair), Lisa Hopp, Roger Wallace
ABSENT:

	DESCRIPTION OF DISCUSSION
1	Called to order at 7:05pm
2	Moved by Larry Bury and seconded by Mary Van Slyck to approve minutes of August 6 th meeting, with the correction of Larry's last name. Approved unanimously.
3	FACE Committee plans include working on expanding PTA/PTO network to include middle & high school. Student led conferences & curb appeal at O'Neal. Reach out to parents at decertified schools to encourage participation in CAC. First meeting scheduled for September 22 nd .
4	Discussion about BOE/CAC committee alignment with strategic plan not yet approved. Will consider aligning with Priorities and Aspirations.
5	Discussion about updating the CAC brochure for 2015-2016.
6	Finance & Legislative Committee liaisons are Dale Burnidge and Mary Fergus. First meeting date is September 17 th .
7	Curriculum Committee plans include new math and science curriculum where are better aligned with Illinois Learning Standards. Offer suggestions for implementation of new curriculum. Work on transitions from elementary to middle school and middle school to high school. Meeting dates are September 15 th , October 13 th and November 17 th . Meetings are planned for the Tuesday in between CAC General and Executive Committee meetings. Liaison is Trishia Shrode.
8	Enrollment and Facilities Committee. First meeting is September 15 th . Trying to set meeting dates for schools proposed to be affected by boundary changes. Waiting on information from district staff to prepare for school meeting which were supposed to be held during the last week of August and first week of September.
9	Special Education Committee. First meeting is September 15 th in room 358. Liason is Leatrice Satterwhite.



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	DESCRIPTION OF DISCUSSION
10	Mary Van Slyck mentioned that there isn't enough information available online about the various programs available for different grades. There are many "hidden" procedures and processes that are not obvious or widely known. The district has a lot to offer but it isn't easy to navigate. Some programs require preparation years in advance.
11	Discussion about CAC General meeting topics and presenters. Need confirmation from district about who will staff each meeting.
12	Madeline Villalobos asked when or if we will have an opportunity to discuss the new strategic plan. We might want to do this in conjunction with administration round table in December and give advance notice to district administrators so that they can prepare for questions about which parts they align to or influence. Send out the strategic plan in advance and this might give parents ideas for discussion topics.
13	We should have bios and pictures of district administrators available for the round table. Also we should ask the district to make photos available on the U-46 web site.
14	We should keep in mind that we might need to preempt the January or February meeting for a superintendent search update as timing requires.
15	Discussion about the welcome back / orientation meeting.
16	Discuss changes to the member handbook. Take years and meetings out and update contact information. Meeting dates are available in the brochure.
17	Discussion of changes to presentation slides. Committee chairs should be prepared with a 2-3 minute presentation along with the slide.
18	Discussion of requirements for being appointed a CAC school representative. Bylaws require joint agreement between principal and PTA/PTO president. We should point this out and make sure schools know this. Representatives should be communicating with principals and presidents in course of normal duties anyway.
19	Remind reps that they should be voting in the interest of their school, and not in the interest of their own students as a parent.
20	Committee chairs should have updated information for the presentation to Melissa Owens by August 27 th .
21	Discussion of principal participation in general meetings. Usually new principals attend the welcome back meeting and others select a topic of interest.

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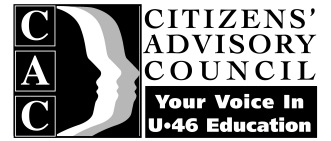
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	DESCRIPTION OF DISCUSSION
22	We should consider having a separate sign in area for members and for guests. This would allow us to better identify guests and make sure they are directed to appropriate information. Jeanne Gockenbach maintains the membership list for us.
23	Committee chairs should be prepared with sign-up sheets to gather whatever information they might want about committee members. The district provides some basic sign up sheets.
24	Roger Wallace mentioned that he has heard Springfield schools have free lunch for all. Has U-46 considered this? What are the financial implications and why might Springfield have made this change?
25	Roger Wallace mentioned that as part of the proposed boundary changes Prairieview would have ESL students and that some school representatives have concerns about how this might affect test scores. Consider directing those who ask to the Illinois School Report cards. The consensus is that it's not appropriate for CAC representatives or committee chairs to attempt to provide this sort of information, and if parents ask they should be directed to ISBE or district resources. https://illinoisreportcard.com/
26	Adjournment at 9:12pm.

MEETING ACTION ITEMS

	ACTION TO BE TAKEN	ACTION BY	TARGET DATE	COMPLETION DATE
1	Provide updates for brochure, presentation	Committee Chairs	2015-08-27	
2	Update brochure	Melissa Owens?	2015-09-06	
3	Update presentation	Melissa Owens?	2015-09-06	
4	Post approved minutes	Kevin Sweeney	2015-08-30	2015-08-23



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PRIOR MEETING ACTION ITEMS

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

	PARKING LOT ISSUES
1	
2	
3	