

NOTES OF MEETING

TODAY'S DATE
2015-10-05

MEETING DATE
2015-09-30

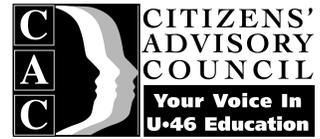
MINUTES APPROVED
2015-10-22

MEETING TITLE
CAC Executive Committee Meeting

AUTHOR
Kevin Sweeney

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| LOCATION OF MEETING: U-46 Educational Services, Room 251 |
| ATTENDED BY: Melissa Owens (Chair), Kevin Sweeney (Secretary), Randal Ellison (District Admin), Mary Fergus (District Liason), Larry Bury, Lisa Hopp, Matt Hovey, Melissa Lane, Mary Van Slyck, Sarah Thompson, Roger Wallace, Sandy Wiewel |
| ABSENT: Dan Blake (Vice Chair) |

| | DESCRIPTION OF DISCUSSION |
|---|--|
| 1 | Note: this meeting was rescheduled due to unavailability of ESC on September 24 th . |
| 2 | Called to order at 7:02pm |
| 3 | Motion by Larry Bury, second by Sarah Thompson to approve minutes from August 20 th Executive Committee meeting. Approved unanimously. |
| 4 | Introductions of those present. |
| 5 | Review of September General Council meeting minutes. |
| 6 | Discussion of September General Council meeting. New seating arrangements in the Elgin High School library allow for fewer seats. In the future we will need to consider this and alert district staff that additional chairs will be needed. |
| 7 | <p>Discussion of October General Council meeting topic. The meeting topic will be bullying / cyber-bullying / safe & nurturing schools.</p> <ul style="list-style-type: none"> • We will have a panel including district administration and a parent representative. We would also like to have a school resource officer, but this may be challenging because there are many police departments within U-46 boundaries, and they can all handle bullying in a different way. • We will allow written questions from the audience, but not direct Q&A. • We should announce that this is not a forum for comments or questions about issues with specific students or at specific schools. • We should include information about district procedures and processes to follow when reporting bullying. • We should include a definition of bullying and signs of bullying. • We should consider creating a parent checklist including steps to follow if your child is being bullied. • Include information about U-46 bullying statistics and how we compare to other districts. • U-46 works with more than 150 outside agencies as part of MTSS. • Information included should address targets, bullies and bystanders. |



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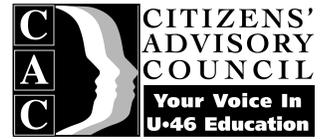
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| | <ul style="list-style-type: none"> We might include information about the legal environment, with a focus on social media. Include information about what to do if bullying is occurring outside the school environment. |
| 8 | <p>A possible order of presentation is as follows.</p> <ol style="list-style-type: none"> Definition of bullying. Who is affected. Statistics. Examples of bullying. School procedures. Student steps. Parent steps. Legal considerations. Resources. Parent checklist. |
| 9 | <p>Special Education Committee update by Sarah Thompson. November 4th is Special Ed University.</p> |
| 10 | <p>Curriculum Committee update by Lisa Hopp. Recently attended BoE curriculum committee meeting. Discussed CAC committee quorums and who is considered a member of committees. There will be a full-day kindergarten presentation at a meeting soon.</p> |
| 11 | <p>Finance and Legislative Committee update by Larry Bury. Signup is low. Dale Burnidge went over the budget process, and discussed state budget issues and possible impacts on the district. At the next meeting there will be discussion about the legislative process and how parents can help. The state budget crisis is starting to accelerate and impact is starting to be felt more widely.</p> |
| 12 | <p>Family and Community Engagement Committee update by Matt Hovey. No report other than most recent minutes.</p> |
| 13 | <p>Enrollment and Facilities update by Roger Wallace. 7 new committee members, committee now has 53 members with 27 schools represented. Will likely look to remove those members who have not attended the past three meetings following the October 13th meeting to head off any quorum issues for the vote on October 20th. Discussion of public meetings at LHS, SEHS, EHS. Nature Ridge is projected to be ~75% utilized in 5 years. Next committee meeting is October 13th for discussion, followed by a vote on October 20th to send report to Executive Committee. The major discussion point will be around Option 1 or Option 2 affecting Nature Ridge and Prairieview. Nature Ridge parents and E&F representatives are expressing a preference for Option 2. 21 of 27 schools were represented at the last meeting.</p> |



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| 14 | Discussion about CAC and BoE committee alignment. Some CAC chairs have already met with BoE committees. At BoE curriculum committee, a board member showed opposition to CAC participation in discussion at the meeting. BoE policy does not currently grant CAC ex-officio status on BoE committees. This will need to be resolved if BoE wants us to participate in the meetings, as has been indicated by some board members. |
| 15 | <p>Appointment of at-large members.</p> <p>Kimberly Zupec – Abbott Middle School Susan Warady-Keene – Horizon Elementary Renee Sweeney – Larkin High School Christa Olsen – Abbott Middle School</p> <p>Moved by Sarah Thompson and seconded by Matt Hovey to approve appointments. Approved unanimously.</p> |
| 16 | Discussion about our membership role and operational process around certifying and recording membership. It would be useful to keep track of the “who and when” of appointments and certifications, as well as attendance records at general and committee meetings. This would allow us to see changes over time. We could also use this information for leadership planning. |
| 17 | Call for public comments. None received. |
| 18 | Discussion of whether is it appropriate to meet at the Educational Services Center now that the building is “locked down” making it less suitable for public meetings. If we continue to meet at ESC, we will need to have a staff member wait in the lobby to escort attendees upstairs as they arrive. We could also ask about meeting in the board room downstairs. |
| 19 | Motion by Mary Van Slyck, second by Roger Wallace to adjourn. Approved unanimously. |
| 20 | Adjournment at 9:05pm. |