

**NOTES OF MEETING**

TODAY'S DATE  
**2016-05-22**

MEETING DATE  
**2016-05-19**

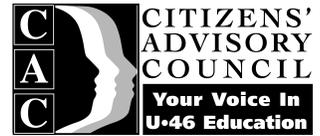
MINUTES APPROVED  
**Draft1**

MEETING TITLE  
**CAC Executive Committee Meeting**

AUTHOR  
**Kevin Sweeney**

LOCATION OF MEETING: U-46 Educational Services, Room 240
ATTENDED BY: Melissa Owens (Chair), Dan Blake (Vice-Chair), Kevin Sweeney (Secretary), Lisa Hopp (C&I), Tony Sanders (District CEO), Mary Van Slyck (Past Chair), Madeleine Villalobos (FACE), Roger Wallace (E&F), Dana Weiby (Secretary-Elect)
ABSENT: Larry Bury (F&L), Carol Dimitroff (E&F), Mary Fergus (District Liaison), Matt Hovey (FACE). Melissa Lane (C&I), Seth Ridner (FACE), Sarah Thompson (Spec. Ed)

	<b>DESCRIPTION OF DISCUSSION</b>
1	Called to order at 7:04pm.
2	Roll call.
3	A motion to accept the minutes of the April meeting was made by Madeleine Villalobos and seconded by Dan Blake. Passed unanimously.
4	Discussion was had regarding the May General meeting. It was noted that the FACE committee report was presented to the Board of Education on May 16 <sup>th</sup> .
5	<p>Call for public comment.</p> <p>Tony Sanders gave an update on efforts in Springfield regarding educational funding reform. He noted that the district spends approximately \$3M each day schools are open. There are concerns about what will happen if schools are not funded before the end of the current legislative session, and whether they could open in August if funding isn't available. The district has some reserves, but not enough to last an entire school year.</p> <p>Roger Wallace discussed low attendance at the Bartlett High School end of year parent meeting and new principal meet-and-greet. Only about 20 people attended. This seems to indicate a lack of communication, which has been a frequent concern. Parents say they're often not receiving information they are told they should receive.</p>
6	Melissa Ownens welcomed Dana Weiby, our newly elected Secretary. Those present introduced themselves.
7	<p>Discussion was had regarding membership survey results.</p> <p>We might want to change the way we handle the "welcome back" meeting to offer different options for returning members and new members.</p> <p>We should start communicating with principals as CAC, rather than having it come from district administration.</p> <p>There is still a segment of parent we're not reaching, and we need to determine why. There were comments indicating that parents didn't know about CAC.</p>



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	DESCRIPTION OF DISCUSSION
8	Discussion was had regarding possible general meeting topics for next school year. Some ideas were a presentation on AVID, a legislative action presentation including showing parents how to fill out witness slips, with an available computer lab for one-on-one assistance, a meeting at plant operations, and having schools present on a topic of their choosing. We are also considering holding the CAC meeting an hour before the curriculum fair planned for October.
9	Discussion was had regarding committees for next year. Dan Blake suggests that we do not need a Finance Committee at this time, so the Finance and Legislative Committee should become the Legislative Committee again. Roger Wallace indicated that the Enrollment and Facilities Committee will likely not be formed next year as the ongoing program audits need to complete before we can look at boundary changes again. Also, in the future it is likely the E&F committee will not do the same sort of work it has done in the past, since the district has better information and resources now, so the historical nature of the committee may not longer be appropriate. There was discussion about how CAC can interface with the Alignment Collaborative for Education (ACE). Dan Blake and Roger Wallace will co-chair a new committee to deal with program audit results. Madeleine Villalobos and Matt Hovey will co-chair the FACE committee. Lisa Hopp, and possibly Melissa Lane, will chair the Curriculum and Instruction committee.
10	Melissa Owens shared a suggested meeting schedule for general and executive committee for next school year. General meetings will be held on the 2 <sup>nd</sup> Thursday from September – April, and then on May 4 <sup>th</sup> .
11	Melissa Owens shared a new version of the CAC Representative Code of Conduct we have been working on. A motion was made by Dan Blake and seconded by Lisa Hopp to call this CAC Values and Beliefs, and accept the document as presented. The motion passed unanimously.
12	Kevin Sweeney presented a bylaws change proposal, the main effect of which would be to change the name of the group from Citizens' Advisory Council to Community Advisory Council. There was discussion and suggestion for additional changes. A motion was made by Dan Blake and seconded by Roger Wallace to accept the proposal with the discussed changes. The motion passed unanimously. This will be brought before the General Council next fall, and if approved there will be sent to the Board of Education for approval.
13	A motion to adjourn was made by Mary Van Slyck and seconded by Roger Wallace.
14	The meeting was adjourned at 9:26pm