

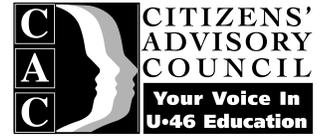
NOTES OF MEETING

TODAY'S DATE: **2018-09-21** MEETING DATE: **2018-09-20** MINUTES APPROVED: **2018-10-18**

MEETING TITLE: **CAC Executive Committee Meeting** AUTHOR: **Dana Weiby**

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| LOCATION OF MEETING: U-46 Educational Services Center, Room 240 |
| ATTENDED BY: Lisa Hopp (Chair), Larry Bury (Vice Chair), Dana Weiby (Secretary), Matt Hovey (FACE), Philip Novello (FACE), Tracy Kelly (Instructional Initiatives), Michael Johnson (Instructional Initiatives), Sarah Thompson (Spec. Ed), Sarah Siddiqui (Spec. Ed), Dan Blake (Finance), Kate Thommes (Finance), Tony Sanders (District CEO) |
| ABSENT: Rebecca Miller (Spec. Ed), Vanessa Castellan (FACE), Megan Larson (School Safety), |

| | DESCRIPTION OF DISCUSSION |
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| 1 | Called to order at 7:06 pm. |
| 2 | Roll call as reported above. |
| 3 | A motion to accept the minutes of the August 9 meeting was made by Sarah Thompson and seconded by Kate Thommes. All approved. |
| 4 | Call for public comment: none. |
| 5 | <p>Committee Reports: <u>Specialized Student Services</u>—First presentation (Government benefits/programs for special needs kids) coming up on October 16 at Gail Borden Public Library. 153 people have marked that they are interested on the Facebook event notice. The presenter will not allow her materials to be translated or electronically posted due to liability concerns, so the only way to get this info is to attend the presentation.</p> <p><u>FACE</u>—First meeting is 9/26. Approx. 30 people have signed up for this committee.</p> <p><u>Instructional Initiatives</u>—First meeting 10/16. Chairs will meet with their admin liaison next week to set topics and work. 17 people have signed up for this committee.</p> <p><u>School Safety</u>—First meeting is 9/26.</p> <p><u>Finance</u>—Jeff King is admin liaison. He will talk about school finance at the 9/27 meeting. Future meeting topics will include the costs to maintain older buildings and what it takes numbers-wise to make a course run at HS level.</p> |
| 6 | <p>Membership: Martha Callejas has replaced Ruby as our district recordkeeper for membership. All member lists from last year were cleared to start anew and ensure accuracy. Principals should submit names for their 5 school representatives. Up to 2 at-large members per school can apply directly to the CAC Exec Board for membership. According to CAC bylaws, a full-time employee with the district can serve as an at-large member only (not as a principal-appointed school rep), and no rep can belong to more than 2 committees. We need voices from unrepresented schools.</p> <p>All committees should form an official list of members. To remove a rep from a committee due to lack of attendance, committee chair has to make the request to CAC Exec. Send committee attendance records to Lisa.</p> <p>Attendance requirement for general meetings: Schools cannot miss 3 consecutive general meetings, but committee meetings can count toward attendance.</p> <p>CAC does not deal with employee matters or tell the BOE how to spend money.</p> |



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| 7 | <p>December Roundtable with Board members/administrative cabinet: How can we keep the meeting cordial and prevent a few people from dominating conversations?</p> <p>Last year: 75-80 attendees, majority of whom were guests (not CAC members).</p> <p><u>Ideas:</u> Board/cabinet sits on stage and answers questions submitted ahead of time. (Is this too much like the candidate forum?)</p> <p>Should tables be more randomized/split school reps into different tables? Suggestion: Have people randomly take an adhesive nametag with a small number on it from a bowl as they enter. They will write name and school on that nametag and sit according to table. Chairs should also ask people at each table who haven't had a chance to speak if they have any questions or comments to contribute so a few people don't monopolize conversation. Pre-set table configurations in EHS Library in preparation. Have cabinet members and board members rotate around the room in opposite directions so they don't stay with the same person all evening. Each table facilitator should have a list of "fun" icebreaker questions for board members in case things get too quiet.</p> |
| 8 | <p>Discussion about upcoming general meeting topics and logistics.</p> <p>October 11—Finding Your Voice in U-46. Really clarify School Improvement Plan (SIP) teams as a way parents can be involved. Also cover 5Essentials Survey and how results are used. Should Oakhill principal/SIP team be presented as an example of how it works? <u>U-46 Educational Foundation wants 3 minutes to present at this meeting.</u></p> <p>November 8—Pathways Update with focus on ACE, business roundtables and internships</p> <p>December 13—School Board and Admin Roundtables—how can we make this more productive?</p> <p>January 10—School safety, emphasis on Trauma-Informed Care. Poss. presenters: John Heiderscheidt & Ron Raglin</p> <p>February 21—Social Media, including how cyberbullying can be tracked and investigated.</p> <p>March 14—School Board Candidate Forum</p> <p>April 11—Pathways Update</p> <p>May 9—Committee Reports</p> |
| 9 | <p>Administrative Update: The <u>mold counts</u> at Coleman Elementary are good and the school reopened Wednesday (yesterday). The remediation went well and mold conditions were never life threatening. Other schools have had problems in individual classrooms due to high humidity/weather conditions. District currently conducts visual inspections for mold but not air testing. <u>Chromebook rollout</u> has been overall a success. We have good "blocking" software installed to prevent students from accessing inappropriate sites. Software also sends alerts if students are doing searches for "self harm," allowing the district to intervene if necessary. District is <u>looking for a new director of plant operations</u> and has hired a new Assistant Human Resources Director in anticipation of Melanie Meidel's retirement at the end of this school year. <u>Pathways</u> update will be presented to BOE on 9/24, followed by town hall meetings in October & November. Elgin Teachers' Assoc. (ETA) has a new bargaining team in place to continue contract negotiations.</p> |
| 10 | <p>Other business: Larry will do CAC update at 9/24 BOE. SSS committee will do update at a meeting prior to their 10/16 presentation. Lisa passed out reminder sheet with due dates for submitting committee agendas for posting.</p> |
| 11 | <p>A motion to adjourn was made by Kate Thommes and seconded by Sarah Thompson. Passed unanimously. The meeting was adjourned at 9:15 p.m.</p> |