

U-46 Citizens' Advisory Council – Family and Community Engagement Committee

**NOTES OF MEETING**

TODAY'S DATE March 29, 2016	MEETING DATE March 15, 2016	MINUTES APPROVED April 19, 2016
MEETING TITLE <b>CAC FACE Meeting</b>		AUTHOR <b>Jeff Book</b>

LOCATION OF MEETING: U-46 Education Services Center, 355 E. Chicago Street, Elgin, IL, Room 240
ATTENDED BY: <b>Madeleine Villalobos, Seth Rindner, Matt Hovey, Erika Nelson, Aimee Novelli, Kai Rush, Paula Villagomez, Jeff Book, Karla Jimenez</b> <b>Guests: Dr. Ushmah Shah, Joe Corcoran</b>
ABSENT: Vanessa Castelan, Phil Novello, Deborah Payleitner

ITEM#	DESCRIPTION OF DISCUSSION
1	Meeting called to order at 7:11pm.
2	Kai Rush moved to approve the February, 2016 FACE minutes. Matt Hovey seconded.
3	<p>Guest Joe Corcoran, principal at Harriet Gifford elementary school and one of the lead principals in the student led conference (SLC) initiative gave an update on the progress of SLC adoption in the district:</p> <ul style="list-style-type: none"> <li>• Lead SLC principals have presentation and materials with SLC information</li> <li>• SLC YouTube videos are available</li> <li>• Six schools have school-wide SLC in place; expect to increase to 10 schools in 2016-17 school year</li> <li>• Very good feedback from students that participate in SLCs</li> <li>• SLC plan includes provision for a school's customization</li> <li>• Plan has 'must-haves' but not too prescriptive</li> <li>• FACE committee should continue to advocate for SLC</li> <li>• Last year's FACE SLC recommendation had a lot of weight</li> <li>• If FACE members attend SLC, we are asked to take notes for feedback</li> <li>• SLC must be part of a school's culture</li> </ul>

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4	Erika Nelson suggested that SLC lead principals could make a presentation at a future FACE parent group meeting. Parent groups can support SLC by providing decorations, snacks etc. during SLC events.
5	<p><b>District update from Karla Jimenez:</b></p> <ul style="list-style-type: none"> <li>• U-46 app is available for mobile devices on iOS and Android. Soft launch very soon with hard launch in April</li> <li>• Career &amp; Technical Education event on April 13 from 8:30-12:15 at Villa Olivia</li> <li>• Principal for a day program will be May 5</li> <li>• 5 Essentials update: 100% of schools met minimum requirement for participation by teachers and students, 91% of schools met minimum participation by parents (20%)</li> <li>• 5 Essentials results will be available in May</li> </ul>
6	<p><b>Parent group subcommittee update:</b></p> <ul style="list-style-type: none"> <li>• Next parent group (PG) networking event to be April 21, 6:30-9pm at the Bartlett public library</li> <li>• Librarians are booked</li> <li>• Perhaps there can be library 'breakout' sessions</li> <li>• Scholastic and Anderson book fair companies are interested in attending</li> <li>• E-mail and paper invitations will be sent</li> <li>• Bartlett library has offered a library tour</li> <li>• Childcare will again be available</li> <li>• Aimee Novelli suggested that there could be breakout sessions based on PG role (president, VP, treasurer, etc.)</li> <li>• Subcommittee has almost all PG executive board information</li> </ul>
7	<p><b>Realtor event subcommittee update:</b></p> <ul style="list-style-type: none"> <li>• Bartlett mayor requested that FACE have a realtor breakfast event in Bartlett in April. Bartlett High School available 9-10 am</li> <li>• Will try to get 'success stories' from realtors that attended previous breakfast events</li> <li>• Suggestion to use 'tent' cards with a tear-off for survey results</li> </ul>

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8	<p><b>CAC recruiting subcommittee update:</b></p> <ul style="list-style-type: none"> <li>• Paula visited Larsen middle school PTO meeting to advocate for CAC representation</li> <li>• Suggestion to send e-mail or text message about CAC representation to PG executive committees or all parents</li> <li>• There are new forms for CAC membership and nomination forms for principals</li> <li>• Suggestion that CAC should have someone welcoming people as they enter CAC general meeting</li> <li>• Suggestion that CAC should make childcare available during CAC general meeting</li> <li>• Erika Nelson asked why one person cannot represent more than one school</li> </ul>
9	FACE co-chairs to have rough draft of year-end report available for committee members by early April
10	<p>Possible FACE initiatives for next year:</p> <ul style="list-style-type: none"> <li>• Improving district communication to parents</li> </ul>
11	Motion to adjourn by Matt Hovey, seconded by Jeff Book. Adjourned at 8:52pm