

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

**NOTES OF MEETING**

TODAY'S DATE October 18, 2016	MEETING DATE September 20, 2016	MINUTES APPROVED October 18, 2016
MEETING TITLE <b>CAC FACE Meeting</b>		AUTHOR <b>J. Book</b>

LOCATION OF MEETING: U-46 Education Services Center, 355 E. Chicago Street, Elgin, IL, Room 240
ATTENDED BY: <b>Madeleine Villalobos, Karla Jimenez, Melissa Owens, Dr. Ushma Shah, Jeff Book, Tammy Book, Vanessa Castelan, Larry Bury, Phil Novello, Heather Mathews</b>
ABSENT:

ITEM#	DESCRIPTION OF DISCUSSION
1	Meeting called to order at 7:05 pm.
2	Motioned to approve April, 2016 minutes (Vanessa), motion seconded (Phil)
3	<p><b>District Update</b></p> <ul style="list-style-type: none"> <li>• 5 Essentials survey moved to November, 2016 through January, 2017</li> <li>• Week of December 5, 2016 will be "5 Essentials Week"</li> <li>• 5 Essentials requirement for school to receive survey results is 20% of the school's parents taking the survey</li> <li>• District goal is for 100% of schools to meet this requirement Would like to get feedback from schools about survey results, should be shared with parents</li> <li>• Survey results to be reviewed by FACE committee in October</li> <li>• Presented PLAN document, asking for review and feedback</li> <li>• Looking for volunteers for CTE expo on October 1</li> </ul>

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4	<p><b>FACE Committee 2015-16 Report Review</b></p> <ul style="list-style-type: none"> <li>Reviewed recommendations from 2015-16 FACE report</li> <li>Melissa said that board and administration agreed with all recommendations</li> <li>CAC membership records not complete. Need to devise better system for CAC attendance. Will work with CAC board.</li> </ul>
5	CAC recruitment will not be a FACE subcommittee since it should be on-going
6	<p><b>Parent Group Subcommittee</b></p> <ul style="list-style-type: none"> <li>Proposed combining FACE committee meeting w/parent group meeting. Would be abbreviated an FACE meeting</li> <li>Probable dates for combined meetings are January 17 or March 21</li> <li>Parent group meeting outside of FACE meeting would be in November</li> <li>Received survey for parent group leaders from district</li> <li>Discussed aren't group meeting results, needs, concerns</li> <li>Boosters need to get their organization 'complete'</li> <li>There are concerns with parent groups when transitioning from one set of leaders to the next</li> <li>Heather suggested that perhaps parent group meeting name could be changed. Karla said district refers to it as a parent group gathering</li> </ul>
7	<p><b>Realtor Breakfast Subcommittee</b></p> <ul style="list-style-type: none"> <li>Madeleine will create letter about career expo to send to realtors</li> <li>Planning on having next breakfast event at South Elgin HS</li> <li>Format may change to bus tour instead of breakfast. Realtors can see different programs available at schools</li> </ul>
8	<p><b>Student Led Conferences (SLC) Subcommittee</b></p> <ul style="list-style-type: none"> <li>Ushmah &amp; Steve Berger want to encourage SLCs</li> <li>There are currently a few principals that are leading the SLC effort</li> <li>A video was created that highlights SLCs (video shown at meeting), committee provided feedback</li> <li>Matt is the lead person for the SLC subcommittee</li> <li>November FACE committee to be focused on SLC</li> </ul>

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9	<p><b>Candidates Forum Subcommittee</b></p> <ul style="list-style-type: none"> <li>• Larry lead person for this committee</li> <li>• CAC to be host for candidate forum in March CAC general meeting</li> <li>• Need to set up structure meeting and contact candidates</li> <li>• October FACE meeting to have more information about forum</li> <li>• Will be creating question list - perhaps from students</li> <li>• Would like to reach out to Daily Herald reporter Kerrie Lester as moderator. She is Daily Herald reporter formerly covering district.</li> <li>• Need to set up timelines &amp; processes</li> <li>• Encourage parents to be involved in legislative process</li> <li>• Maybe bring some legislative committee initiatives to FACE committee</li> <li>• Election is April 4, 2017</li> <li>• Perhaps FACE can assist in making people aware of, and participate in getting school funding reforms</li> </ul>
10	<p><b>Public Comments</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>
11	Motion to adjourn by Melissa, seconded by Larry
12	Meeting adjourned at 8:50 pm