

# Family & Community Engagement Committee

*Meeting Minutes – October 14, 2014*

**In attendance:** Erika Nelson, Jeff Book, Madeleine Villalobos, Karla Guzman, and Sandy Martin

**Meeting called to order:** 7:10

**District Update:** (Karla Guzman)

- The parent groups (HPLI – Hispanic Parent Leadership Institute and the AAPLI – Africa American Parent Leadership Institute) are kicking off with 15 new parents to each group. Last year's members are beginning their second year of training as well. School based leadership institutes are kicking off as well. Two will be established this year (Channing and Hillcrest). An additional two will be set up in the Spring of 2015.
- The FACE survey is offered until November 1<sup>st</sup>. Principals will be given participation data prior to parent teacher conferences which will be held at the end of this month. A broader survey of community members at large was discussed. Karla will go back to the individual who requested this and discuss intentions further.
- Alignment is an initiative to coordinate community resources and district needs. This ongoing effort will organize around these three key areas: early childhood, dropout prevention and college and career readiness. Various local business and non-profit organizations met with cabinet members and U-46 teachers to discuss moving forward.
- Section 8 of the BOE policy documents needs its bi-annual review. Karla will talk with Patrick on deadlines and needs to include this in our body of work this year.

**Approval of Minutes:** A quorum was not present at the discussion of the minutes to approve the minutes. It will be revisited at our next meeting.

**Group Work Session:**

- Madeleine provided an update on the Transitions and Secondary Engagement teams efforts. They are refocusing their efforts to engage realtors, and thereby new or potential new neighbors to our district, with information about our school district. We are making a concerted effort to get good, positive news about our district into the community. Ideas to name this initiative included Erika's "U-46 First Look". Karla provided a wealth of information on a similar effort that was in place a number of years ago (prior to the housing market decline). The goal is to host a Realtor and Developer breakfast/reception with a tour of an academy and a dual language school. Collateral materials will be developed for distribution. Some of these may have a more local flavor. Patrick provided the idea of "Uniquely" 46 which would highlight the districts offerings and accomplishments in the immediate community.
- Jeff and Erika discussed the PTO/PTA networking efforts. They are in the process of validating and updating a database of PTO contacts by school. They are also developing questions that will survey PTO leaders for determining which resources and assistance might be most pressing. Karla suggested that Survey Monkey be used and that U-46 has an account with that company. Questions submitted to Judy Davenport can be set up in a survey. It was determined that the FACE group should distribute the survey via our email account so that participants understand that the request for information is coming from FACE and not the district administration.

- Sandy provided information on the engagement initiatives for transformation schools. Aimee and I met with Dr. Shah and Karla Guzman to discuss a plan of direction. We will develop a two prong approach initially. The first is to develop a proposal to increase the “curb appeal” at O’Neal school. This prototype effort will start with a survey of the physical space at the building and culminate in a proposal developed with the assistant principals and the new office staff to enhance the common areas. The second is to focus on student led parent teacher conferences. We will conduct parent surveys on the effectiveness of student led conferencing that has occurred at Washington, Lowrie and Huff. We want to understand what worked or what could be improved upon. We would also like to poll the teachers on what their experiences have been with student led conferencing. We have also been asked to conduct research on what studies or current work is being done in the education field around student led conferences. To that end, Aimee has contacted ECC to discover what resources might be readily available through online access or through the education department. We have plans to contact National Lewis University as well.
- We concluded the meeting with a discussion the curriculum presentation from the last CAC general meeting. Erika reported that sixth grade teachers around the district are implementing Engage NY as well as at least one classroom from each elementary school. She also indicated that while workbooks are not provided to the students, the teacher has a book of master worksheets that they will utilize for their students as the year progresses. Copies are made for each student. Theoretically, this could significantly increase paper, toner and copier repair expenses for our individual schools. Has this been included in the budgeting process? She indicated that the online tutorials are very helpful and well done. We spoke about the level of science instruction – particularly in the elementary school. Concerns about how the curriculum cycle may affect the flow of instruction to our students (particularly high schoolers) and the resulting effect on ACT, SAT and other standardized testing was expressed.

**Next Meeting Date:** Tuesday, November 18, 7pm

**Meeting adjourned.** 8:45 pm