

CAC Special Education Committee – Meeting Minutes of January 20th, 2015

In attendance:

Melissa Owens, Sarah Thompson, Melissa Waxler, Robert Salis, Lisa White, Marisol Gonzalez, Ruth Beckner, Joyce Gronewold

I. Call to order:

Meeting called to order at 6:35 pm. Approval of December 16' 2014 minutes was motioned by Robert Salis and seconded by Melissa Waxler. Motion approved.

II. Discussion of 5th Annual Parent Resource Fair:

Melissa Owens presented the finished flyers to the committee, with copies (both black/white and color) for members to take and distribute. Press release is complete and in the hands of Shannon Mortimer, who will be taking over publicity for Pat Mogge. Shannon also has our school communications with a list of applicable places to post, our flyer, and a graphic for the front page of the U-46 website. She is setting up a radio appearance for M Owens and Sarah Thompson on WRMN in the beginning of February. M Owens reported that postings to various online spots have begun and will continue. She reminded the committee to keep the social media active.

S Thompson provided a list of pre-Fair logistics. M Owens & Robert Salis will coordinate walk-through and map. Lisa White will coordinate volunteers. Mary Gonzalez will coordinate refreshments. S Thompson and Pam Sodemann will continue with helping to contact exhibitors that have not responded. S Thompson will coordinate donations from for-profit exhibitors. M Owens will begin work on printed material.

Joyce Groneold filled the committee in on progress with the distribution of the flyers to the schools. M Owens asked if respite volunteers/staff volunteers can be contacted; Melissa Waxler will oversee this. M Owens suggested that U-46 staff a table at the Fair instead of walking the Fair as in previous years. M Gonzalez asked for suggestions for lunch, since we will be farther away from the Subway we've used before. M Owens found a Subway in South Elgin; M Gonzalez will investigate. S Thompson will stop in at Country Donuts to see if they would be willing to make a donation of breakfast items.

III. Other Business

None was raised.

Sarah Thompson moved to adjourn; Lisa White seconded the motion. Meeting adjourned at 8:00 pm.

Next committee meeting will be held on February 17th, 2015 at 6:30pm in room 358, U-46 Educational Services Center at 355 E. Chicago Street, Elgin, IL.

Respectfully submitted by:

Melissa Owens, CAC Special Education Committee Co-Chairperson.