



# Parent / Community Involvement Task Force (PCITF)

## Meeting Minutes

**McFatter Technical College (Chef Table Room, 602)**

**September 25, 2017 / 6:00 p.m. – 8:30 p.m.**

**Present:** Mary Fertig (Chair) Debbie Aleman, Natalie Beasley, Janet Bravo, Marques Brown, Melanie Hemphill, Sheri Johnson, Esther Mizell, Gloria Moschella, Lew Naylor, Veronica Newmeyer, Laurie Rich Levinson, Cathie Starkey

**Guests:** Nadia Clarke, Scott Jarvis

### **I. Call to Order**

Ms. Fertig called the meeting to order.

### **II. Welcome**

All members were welcomed.

### **III. Approval of Minutes – August 7, 2017 Meeting**

Ms. Fertig requested the following changes on page 4:

- Indicate “The action plan – a recap” instead of “The chosen goals – recap.”
- Indicate “four (4) chosen actions” instead of “four (4) chosen goals.”

With the above changes, the minutes were unanimously approved.

### **IV. Innovation Zone Project**

The Subcommittee: Joseph Balchunas, Debbie Aleman, Sheri Johnson, Melanie Hemphill, Mary Fertig, Lew Naylor

Ms. Fertig explained the project and our efforts to build community.

Ms. Rich Levinson expressed the need for commitment from members for this project to successfully move forward.

A date was not finalized for the next zone project meeting, although Ms. Rich Levinson suggested the meeting be held in mid-November.

#### **V. Update on Parent / Community Engagement**

Ms. Clarke updated the group on post-hurricane efforts for the community in need. A resource listing is being provided to those who visit the pantry.

Ms. Fertig asked if the District would seek help to garner donations and the process for such. Ms. Clarke indicated this message will be pushed out on social media and in print (fliers for schools).

Ms. Moschella, speaking as a parent, is very impressed with the District's efforts to help the community in the hurricane aftermath.

#### **VI. Task Force Housekeeping**

Ms. Starkey is moving to North Carolina. We celebrated her volunteerism and thanked her for all her efforts. Thank you, Ms. Fertig, for the delicious cakes.

Ms. Beasley was welcomed back.

#### **VII. Evaluation of Original Recommendations (from 2012)**

The subcommittee: Lew Naylor and Janet Bravo.

Ms. Naylor and Ms. Bravo suggested surveying the stakeholders. Ms. Beasley offered to help in this area.

Surveys may help measure the implementation of the goals.

Ms. Bravo revisited customer service as a priority.

Ms. Beasley added customer service is key for public schools, especially with charter school competition.

Ms. Newmeyer stated customer service training should be presented to all staff at the schools.

Ms. Fertig recommended promoting the school (the positives) rather than fighting against charter schools. She suggested using one session at the Secondary School Forum for this topic.

Ms. Johnson said parents want to feel welcomed and included, and they want their children to be safe – those are the priorities.

### **VIII. High School / Middle School Forum Planning**

Ms. Fertig distributed previous forum packets, including the agenda format, discussion questions and group rules.

Mr. Naylor recommended combining high school and middle school parents in each group – a great learning experience.

Ms. Fertig suggested a specific group to promote “marketing your school to the public.”

Ms. Bravo asked for a discussion question on how middle schools can work with high schools to make the transition easier.

Ms. Johnson suggested asking all groups the same questions...to learn their varying perspectives.

Mr. Naylor asked if the cities would be invited.

We named the various groups for break-out discussions:

1. Booster Club
2. Business / Community Partner (including Partners in Education)
3. Exceptional Student Education (ESE)
4. Gifted
5. Marketing Your School to the Public
6. Multicultural / English Language Learners (ELL)
7. Parent Not Affiliated with another group
8. Parent Teacher Association (PTA)
9. School Advisory Council (SAC)
10. School Advisory Forum (SAF)
11. Teacher

### **IX. Future Meeting & Event Dates**

- Monday, October 16, 2017 / Regular meeting / McFatter (Chef Table Room), 6:00 p.m.

- Wednesday, November 1, 2017 / Secondary School Forum (high schools and middle schools) / Indian Ridge Middle, 6:00 p.m.
- Monday, December 4, 2017\* / Regular meeting / McFatter (Chef Table Room), 6:00 p.m.
- Saturday, March 10, 2018 / Spring Parent Engagement Conference / Piper High School, 8:00 a.m.

\*With the Secondary School Forum in November, the group decided to not have a regular meeting in November.

## **X. Adjournment**

Ms. Fertig adjourned the meeting.