

# CSC Meeting Minutes

4:30 November 6, 2008

Jonathan Howard   Andrea Wiseman   Donald Brizendine   Sue Gonzales   Michael Johnson   Gregory Diggs  
Jayme, Jolie   Noguchi

**Linee Perroncel, Principal**

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Sue talked about a draft workplan for the CSC Communications study group

Discussion about the role of the study group and this (CSC) committee?

We are still trying to work on what that relationship will be. Should come together as part of our discussion about by-laws that we will be finalizing soon. Linee reports that there are some specifics

Clear, well defined outcome, process and membership. And the CSC gets to decide what that is. Outcome goals need to come first. Why? How? Probably a 4 to 6 week duration.

We've had many topics coming up. Will it take a member from the CSC committee to chair the groups.

Need to be clear about topics...like special education...CSC does not always have agency over certain issues such as federal mandates. We won't waste our time. So we need to always be clear about what we are doing and why. Same with math...depends what the issue. Purpose of study group is important too. Study group of CSC? Study Group of Parents. Linee wants any study group to really be commissioned around issue where parents will really have an opportunity to feel that they are heard; not just busy work with no planned outcome.

Sue suggested that we use the proposed framework to beta test our process.

Linee what is the objective: Recommend methods to enhance DSA's communication and engagement systems. How do we determine who gets to serve (4 to 6 members).

Outcome goal (in proposal)

No more than 5 members + one CSC (any other requirements for membership = PTSO?)

**Nomination Process** of selecting members (how to recruit? Broadcast from Pete to all parents? Constituent groups? Reasonable skills and background. **Middle school parents** nominate one person, **High School**, active **PTSO**, **Teachers** and **Principal designee**, **Staff**. (Depends on the issue).

Andrea moves that we clear outcome goal, CSC member chair + 5 members as described above.

(Consensus)

Andrea moves that we accept the proposal of the Communication Study Group; Sue as Chair

(Consensus)

Don asked about whether we want to commission additional study groups. Need to pilot group, because of changing roles (SLT) we need to have By-Laws in place. And then develop outcome goals.

Just because we don't form a study group does not mean that work and progress will not be made on the other topics such as special ed and other issues that have come up in the recent Community meetings.

## **SIP**

No feedback from CSC reps. But SLT has done some work and will send draft (parent engagement goal) to the committee soon (goal is Friday or Monday).

## **Parent Constituency Meeting (Process and Feedback)**

Constituency Meeting (Wednesday) dovetailed with Monday Community Meeting. We took all of the input and organized them into the four categories of questions. (See Document)

Michael Simmons gave overview and presentation. Linee presented vision and goals. Gathered feedback from parents in concrete terms. Goal is to get some response or answers as possible and appropriate from the DSA administration. Start loosening up the information and attempting to provide parents with common references.

CSC volunteered to try and gather information from parents. Last night we focused more on process rather than topics. After talking with Linee we will try to provide information about what is happening and how people can provide input and get information.

New idea from Linee and Jonathan called "Mail Bag". Button on the Web or Parent Site: Ask DSA...drop down menu of subjects, then parent writes question, send. Andre Shaw would screen them 1-5 Linee, 6-9 Helaine, 11- 15 Pete, 16 -20 Andre...and so on where it would be known that certain people handle/answer certain types of questions. Might wait on this idea until we synthesize the current parent questions/interests.

Have plans for a teacher response process as well.

Good discussion about many of the communication issues...learned a lot from the discussions this week and many of the issues are being looked at for improvement.

Don: maybe we need to synthesize the data, prioritize the kinds of issues that maybe can be responded to quickly without overwhelming faculty and staff.

I sat a table...new parents had a lot of questions that other parents already had. We used to have a parents guide (PTSO).

## **Community Feedback**

For some issues like special ed, we don't always know how big our community is, hope that the school can help with facilitating community building with just drop in times or coffees or something else.

Study groups are just one way to address problems. Suggested not focusing too much time into study groups as "the only" answer to all issues.

Idea came up of social networking sites or wiki's, google groups and other social networking...as suggested above. There are good tools out there to facilitate communication around special issues.

Linee asked about once a month or once a quarter have a gathering and send information out in newsletter. Primary folks involved in special ed issues might invite parents to a gathering to meet and discuss issues. IEPs and 504s...might be about 60 to 70 families.

Linee asked about setting up communities of interest, physically. We will start with special ed.

Sue asked about putting document on the web for other parents to participate in the discussion...reviewing what has been said and adding input. Linnee cautioned that they are working on the 14 pages of information, that we are running as fast as we can. So give us some time to respond to the existing challenges. We have some limitations . My only request is not to get another 12 pages until after Christmas break.

Parent reps Greg and Don get a parent rep for communications (middle school, high school) by Wednesday, November 11.

For By-laws date have Michael suggest 4 dates.