

Meeting Notes April 30th 2014

Attendees: Maria Camarena, Maria Cristina Betancur, Susan Donovan, Perry Gast, Leanne Tria, Virginia Harnois, Diane Tourangeau, Jacqueline Harris-Connor, Gail Cook and Mary Pendergast

Chaired by: Sue

1. Meeting called to order at 6:16

2. Welcome and introductions

3. Approval of March 2014 Minutes - Diane motioned to approve minutes Jean Harnois 2nd the motioned to approve the March minutes. Sue D. noted with several minor edits.

4. Updates / old business / action items

The computer has been purchased and was given to Leann Tria for use by the communications committee

Logo Status – The committee is waiting for input regarding color from the governor's office.

Website update – The committee is waiting to learn who new point person is who will help with design and provide access to the sight.

The committee is also waiting on software purchase until we can determine how we will pay the \$20 monthly operation fee.

5. Committee Reports

PR & Communications - Items on the soft press release, communication plan and associated task list were reviewed

Members of the group agreed some items will be hard to act on until we know what resources we will have access for resources to support the work.

It was suggested that we could begin to research about district family engagement practices while we wait for more concrete guidance form the governor's office.

It was suggested we could **develop a checklist of what to look for** as we research that is aligned to the national PTA standards

It was suggested that at **our next meeting we review the draft** letter developed to communicate our mission and purpose with the Commissioner of Elementary and Secondary Education

Executive Committee

Members summarized key points from the meeting with governor's office –

- Those attending the meeting discussed concerns with funding and resources and reviewed the requirements per the statute.
- The governor agreed to connect the membership with someone in state government who can assist us in identifying possible options
- The membership inquired about a possible meeting space and other resources
- There was some discussion of our inability to seek and manage funds without the ability to establish non-profit status
- The Governor suggested the membership **follow up with authors of the legislation** to see how they may have intended to address these concerns
- It was also suggested that the membership reach out to the Office of Boards and Commissions to seek guidance. **Jackie Harris-Connor** offered to follow up with the Office of Boards and Commissions
- The meeting provided the opportunity for Good information sharing but no concrete solutions were identified at the time

- It was suggested that perhaps we could meet in one of the Dept of Administration conference rooms. **Perry Gast** offered to look at setting up meetings there.
- A member suggested we should do an analysis to determine **range of fiscal need (budget)** so that we can suggest a figure when we meet with representatives
- It was recommended that the **leadership team follow up to schedule meeting with or request that representatives** attend our next meeting. **Sue volunteered to draft the invitation** for review by other members It was suggested that we ask for their availability in case our preset dates don't work for them
- It was also suggested that we inform them we have met with the Governor to share our goals from strategic planning and our current needs

Membership update

- The Principal role needs to be replaced
- 2 parent roles need to be filled
- **Mary P** will email Jay regarding possible replacement
- Nominating committee needs to seek nominations for executive committee positions
- Mary P to draft email to seek nominees for officer positions for voting in June and will send to leadership team
- Maria Bettencourt will reach out to principal at Calcutt Middle School
- **Sue will have Robin** follow up with an official invite

6. Regular business

Strategic plan / group work - Too few in attendance to work on plans

Membership transition plan – No new news

7. Announcements / new business

- Sue D. shared info about Cranston's attendance initiative
- Sue D. also announced that Janet Pichardo from the Providence school district wants to invite FEAC members to attend a presentation by Karen Mapp on family engagement Friday the 16th 8:30-11:30 at PTCA
- Jean Harnois - shared the idea of encouraging parents to attend portfolio reviews to judge as a way to increase parent engagement
- Leanne will follow up with Courtney regarding logo for an update at our next meeting

8. Wrap up

- Next meeting May 28th

Jackie motioned to adjourn the meeting, Maria 2nd the motion the meeting was adjourned at 7:42.

Wrap Up & Next Steps

Next Meeting Date is ___May 28th 6-8pm @ RIPIN _____