



## RI Family Engagement Advisory Council

Hosted by RI Parent Information Network (RIPIN)

1210 Pontiac Avenue, Cranston, RI 02920

*The mission of the RI Family Engagement Advisory Council (FEAC) is to bring the voice of families to state leaders and school districts regarding matters of engagement policies and best practices. Families, educators, and communities will work in partnership and promote this knowledge to improve educational outcomes for all students.*

### February 7, 2017 – DRAFT Meeting Minutes

#### Welcome & Introductions

Meeting opened at 6:05 p.m.

*Attendees:* Hannah McIntire, Geraldine McPhee, Ramona Santos, Diane Tourageau, and Lisa Valentine

*Absent:* Christina Batastini, Sengkeo Bouchard, Maria Camarena, William Cotton, Stephanie Enos, Tonya Glantz, Candace Harper, Daniel Smith, and Dina Toolin

*Lead by:* Geraldine McPhee

*Quorum Present:* No

*Guests:* None

*Minutes:* Minutes from the December 13, 2016 meeting were unavailable, so will need to be approved at the March 28<sup>th</sup> meeting.

Geraldine opened the meeting. Members introduced themselves and welcome new member Ramona Santos who was recently appointed as a parent member. She's currently employed at Parent Support Network and is working towards a degree in social work. Geraldine noted that there are currently 14 appointed, making it so that we need 7 members to form a quorum. Because of this our focus tonight will be to review action items and recommend next steps for the whole group to consider.

#### News / Events

##### *National*

A recent message from Ed.gov announced "publications *Touching Base* and *Family, School and Community Engagement* will be on hiatus as both are evaluated by the incoming administration. We expect that these resources or other similar ones will be available soon to provide updates on agency activities. Please know that we will maintain our current subscriber list as the base list for this or any similar newsletter moving forward. In the interim, visit <https://www.ed.gov/> for the latest news and information."

As the Federal Department of Education transitions from one presidential administration to the next, parents need to pay attention to how research and “parent voice” are being used. FEAC members can consider how we can lend our voice and encourage others to remain engaged in the conversation.

### *State*

RI’s State Plan under ESSA – Update/Opportunity for Input

Geraldine shared RIDE’s plan for leveraging stakeholder engagement, but cautioned that this may be adapted if new guidance or mandates come through from the Federal Dept. of Ed.

Those interested in keeping up to date with this work can visit the RIDE website at:

[http://www.ride.ri.gov/InformationAccountability/EveryStudentSucceedsAct\(ESSA\).aspx](http://www.ride.ri.gov/InformationAccountability/EveryStudentSucceedsAct(ESSA).aspx)

The Stakeholder Engagement Plan can be found at:

[http://www.ride.ri.gov/Portals/0/Uploads/Documents/Information-and-Accountability-User-Friendly-Data/ESSA/ESSA\\_Stakeholder\\_Engagement.pdf](http://www.ride.ri.gov/Portals/0/Uploads/Documents/Information-and-Accountability-User-Friendly-Data/ESSA/ESSA_Stakeholder_Engagement.pdf)

## **Updates**

### *Nominations*

Members reviewed status of appointments and vacancies. A full council consists of 21 total seats (11 parents and 10 professionals). There are currently 14 members appointed (6 parents and 8 professionals). Vacancies are appointed by the Governor’s Office, but members are encouraged to use the FEAC flyer to recruit through their networks for the following positions: A district level administrator, a school committee member, and 5 parents.

- Members discussed the benefit of targeting an administrator from a public charter school since many have demonstrated strong family engagement practice.
- The council has strong representation from the West Bay area. The board suggests that recruitment efforts are intentional so that future membership better reflects the diversity of RI.

### *Communications and Public Relations*

- FEAC member, Tonya Glanz is teaching a class titled *Family and Community Engagement* in the Education Leadership Program at Johnson & Wales. Tonya sent an email asking if FEAC members would like to present regarding its work and projected hopes around engagement and what it means. Tonya attempted several times to join the meeting by phone, but was unable to get through. From her email, we learned the class meets twice a month on alternating Fridays and Saturdays and the idea would be to: present our engagement efforts to the 8 students (principals, school dept. directors, etc.) in the class. The goal would be to have dialogue about perceptions and roles, link the presentation to the RI/Fed ESSA efforts related to engagement.

- Members discussed the value and risks of this opportunity. Lisa asked whether the FEAC had a deep enough understanding of “what it was about” to do a Q & A event. Geraldine proposed that a more seasoned member could go and share the statute and highlights from our work thus far (like the cradle to career family engagement activity). She also suggested that the professionals taking the class may be willing to promote the FEAC and help us recruit members.
- *SurveyWorks* - 2017 Parent Survey is open from February 6 – March 31.  
<http://ride.ri.gov/InformationAccountability/RIEducationData/SurveyWorks.aspx>  
 The RIDE Parent Design Team contributed to SurveyWorks PR materials. This team will also support plans to bring survey results to school communities across RI via a “bus tour” in early Summer. This group is open and those interested in supporting the effort can contact: [Chanthi.DelRosario@ride.ri.gov](mailto:Chanthi.DelRosario@ride.ri.gov).  
 The board proposed that members consider drafting a letter of support to be shared out through member networks.
  - Lisa asked whether this work was in line with the mission of the Council and whether the council was organized enough to complete this task. Geraldine responded that the council is tasked with partnering with RIDE and this opportunity would strengthen that relationship in a way that is strongly grounded in family engagement research.

#### *By-laws*

- The board asked members to identify future meeting times, explaining that per the By-Laws the council is required to meet 4 times a year. Lisa suggested that we follow a PTA practice of having full membership meetings to make decisions and set up committees to carry-out tasks. She also stated that it is permissible by law for decisions to be made digitally when needed. Members present suggest that meetings be held on either Tue. or Wed. nights in March, (early) June, (late) September, (early) December. Member’s reviewed the By-Laws requirement for 3 standing Committees (Nomination, Communication/Public Relation, and By-Laws) and the requirement for the chairperson and members of these committees be elected by a vote of the full membership.
  - Members discussed how making changes to the By-Laws could improve our work process. Members asked which elements were required by the Governor’s Office. It was generally agreed that all members should become familiarize with By-Laws.

#### **Action Items**

- *RI’s State Plan under ESSA*
  - Board will share reminders with membership as input opportunities are announced.
- *Family and Community Engagement in the Education Leadership Program at Johnson & Wales*

- Since this is a time-limited opportunity, Geraldine will follow up with the leadership team and Tonya to decide whether our existing documents could be used to a clear outline of what key points we want to communicate.
- *SurveyWorks*
  - Geraldine will forward PR material to membership. Lisa will share this information at statewide PTA.
- *By-Laws*
  - Geraldine will email the By-Laws to all members. Members will be asked to review the document before the document is review at the March 28<sup>th</sup> meeting.
  - Geraldine will research what elements are required by the Governor's Office.
- *Schedule Meeting Times*
  - *Geraldine will send out a Save the Date for the March 28<sup>th</sup> meeting.*
  - *The board will send out proposed a meeting schedule, so that entire membership can vote to confirm at the March 28<sup>th</sup> meeting.*

## **Wrap-up**

### *Next Meeting*

- **March 28<sup>th</sup>, 6:00 pm to 7:30 pm, RI Parent Information Network**

**Meeting Adjourned 7:25**