

Parent Collaborative Network Agenda June 3rd, 2020 1:00pm via ZOOM

Parent Collaborative Network:

Members Present: Lori, Elaine, Keri, Tanya, Melissa, Shelley, E

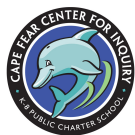
Visitors: Alan McNaughton, Kim, Amy Pierce, Kristen Shaughnessy

Location: ZOOM MTG

Next Meeting Date: July 8, 2020

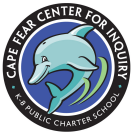
PCN DISCUSSION

<p>Update on Committees</p> <p>(now and future)</p> <p>[13:05-13:35]</p>	<p>Lori / Alan / Kim</p>	<ul style="list-style-type: none">• Lori shared a chart (Attachment 1) depicting the 6 individual Board Committees, which are updated annually. Looking to shift Board to run more of the committees versus the faculty who serve on at least two committees and more if they are a Board Member. In general, committee size needs to be balanced to run effectively and ensure member involvement. Need to define the committees that allow parent participation and of those which require an application versus those that are open.• Public Comment Period @ Board Meetings: Now that Board meetings are Zoom based, there are TWO avenues for parents, teachers and community members to speak for the two minute public comment period. They can either (1) email the Board Secretary (Stephen Hill- shill@cfc.net) or (2) attend the meeting and speak when called on during that time frame. Public comments are followed up generally by the board secretary following the board meeting as needed.• E asked about the status of DIVERSITY INCLUSION
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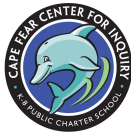
		<p>COMMITTEE: Kimberly McLaughlin-Smith is a lead member and diversity specialist at UNCW asked CFCI to put a hold on this improve its function. Goal is to integrate diversity holistically into the fabric of the school.</p> <ul style="list-style-type: none"> • <i>Also see below in update on Return to School for opportunities for parent committee involvement.</i>
<p>Update on Return to School planning</p> <p>[13:35-13:47]</p>	Lori / Kim/Alan	<ul style="list-style-type: none"> • Lori shared the Return to School Committee Chart (Attachment 2). She, Alan and Kim will soon reach out to the CFCI community to participate and suggest field experts to help make the committee to integrate and operate effectively. • Alan said DPI will send guidelines for remote learning around June 12th. CFCI has to create a remote learning plan, which we will follow every time remote learning is needed, starting with the 2020-21 school year. That plan is due to DPI by July 20th.
<p>Celebrating end of year</p> <p>[13:47-13:51]</p>	Lori	<ul style="list-style-type: none"> • 8th Graders: Celebrations and surprises await this week and drive through Commencement is June 9th. • School: June 10th Drive Through All families and Chromebook drop off.
<p>School Update/ Info</p> <p>[13:51-13:55]</p>	Lori	<ul style="list-style-type: none"> • Teachers are working this week on Transitions for next year and Report Cards. • Please continue to support the teachers.
<p>Future Topics/ Updates</p> <p>[13:55-14:03] [Mtg end 14:03]</p>		<ul style="list-style-type: none"> • PCN will help with data analysis from Climate Survey • Future PCN members: Need to recruit and those who are new Elaine suggested bringing them in early for better transition. • Elaine to send email from PCN to parents to remind and encourage



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		them to complete the survey. (Sent June 4 th)
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Attachment 1:

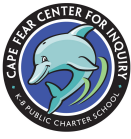


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Cape Fear Center for Inquiry: Board of Directors Committee Table
2019-2020 School Year

Committee	Executive	Life Long Learning	Finance	Development Committee	*Fundraising	Policy and Procedure Review	Technology
Purpose/Description	The Executive Committee is responsible for setting the agenda for the monthly board meetings and reviewing and presenting the Director's evaluation to the full board of directors.	The Life Long Learning Committee (L3) facilitates discussion of curricular needs aligned to CFCI philosophy. The group communicates curricular issues with parents, teachers, and the Board. L3 facilitates and supports school wide enhancement endeavors.	The Finance Committee is responsible for reviewing and providing guidance for the school's financial matters.	The Development Committee is focused on the growth of CFCI. They work with the board, faculty & staff, the CFCI community and stakeholders to ensure that we are focused on our goals for growth academically, financially, and as a voice within the community.	The purpose of the CFCI Fund-raising committee is to establish procedures and help in managing grants, special events and annual fundraisers. <i>*Not a board committee, but board/parent membership encouraged.</i>	The purpose of PPRC is to review Policies and Procedures at the BOD or staff request.	The technology committee's goal is to support CFCI team members with the effective curricular integration of technology into our learning environment and support our CFCI team members throughout the integration process
Chair	Board President	Curriculum Coordinator	Board Treasurer/designee.	Committee selection	Committee selection	Human Resources Coordinator	Coordinator of Student Services or designee
Membership details	There are up to five members on this committee. The other members include the Vice President, Board Treasurer, Board Secretary and Director of CFCI	Up to twelve Other members: 1 from each loop level, support team members, board member(s), up to 2 possible parent members	19-20 Overlaps with Development	Up to twelve Other members: 1 from each loop level, support team members, board member(s), up to 2 possible parent members	Up to ten (excluding adhoc work) Other members include the Director, teacher volunteers, parent, community member (s) and board member.	Up to seven Other members include the Director, other admin, support staff, teachers, board up, to two parents	Up to twelve Other members: 1 from each loop level, support team members, board member(s), up to 2 possible parent members
Selection	Members are selected by a vote of the full Board.	Members of this committee are self-selected. Loops select a member from each loop. Parent members are selected by board application (pending 19-20 policy addendum)	Volunteers: Parent members are selected by board application (pending 19-20 policy addendum)	Volunteers: Parent members are selected by board application (pending 19-20 policy addendum)	Volunteers: Faculty, Board, Parents.	Volunteers: Parent members are selected by board application (pending 19-20 policy addendum)	Volunteers: Parent members are selected by board application (pending 19-20 policy addendum)
Term Meeting Schedule	1 year TBD: Typically, Mon/Tues week prior to Board Mtg.	Two years/ staggered rotations 2nd Tuesday of every month at 3:30	No formal rotation 2 nd Thursday of each month 3:30	No formal rotation 2 nd Thursday of each month 3:30	No formal rotation 4 th Tuesday of each month 3:30	No formal rotation First Tuesday of every month 3:30	No formal rotation 2 nd Monday of each month 3:30



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Attachment 2:

Return To School Committee			
<p>Adhoc 1: Students and Instruction- Teachers, Support Staff, PCN/Parent/Student Input</p> <p>Adhoc 2: Safety and Facilities- Admin, Board, Front Office, Custodial Staff, Support Staff, Mental Health, 1-2 Teachers, Parents/Experts in the field</p>			
<p>School Operations</p> <ul style="list-style-type: none"> • Morning care • Student drop off • Screen students for symptoms? • Middle grades class transitions • Recess • Alphabet 	<p>Technology</p> <ul style="list-style-type: none"> • Fall CB check-in/check out • Cleaning devices • Update website • New parent tech survey? • Remote learning resources 	<p>Instruction</p> <ul style="list-style-type: none"> • Instructional support (more T2/T3) (specialists?) • remote learning days/options • build instructional plans to account for missed instruction • EC/504 mtgs 	<p>Governance</p> <ul style="list-style-type: none"> • Regular mtgs scheduled for RTS team • Maintain communication with all stakeholders • Meet with stakeholder groups about expectations
<p>Facilities</p> <ul style="list-style-type: none"> - Common use areas - Bathrooms - Lunch times 	<p>Wellness</p> <ul style="list-style-type: none"> • Designate point person to facilitate school-wide support • MH check for at-risk students (remind all about CH) • MH check for staff • Update SE support list 		