

## Citizen Advisory Committee

Calvert County Board of Education  
February 25, 2019 Minutes

### Members Attended:

JC Hooker (Chair)	Michelle Katsaris	Jennifer Smart
George Sisson	Wanda Hassler	Harry Wedewer
Jack Fringer	Mariacarol Banco Cloak	Terese Wells
Christine Schrupf	Courtney Winship	William Wiggins
Sherrey Williams (Sec.)	Angie Carr	

### C.C.P.S Staff:

Tony Navarro, CCPS Assistant Superintendent  
Karen Maxey, Board of Education Administrative Assistant

### Guest Presenters:

None

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### Documents for the Record:

- January 2018 Minutes
- Strategic Plan Priority Area: Community Engagement
- Agenda

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The meeting was called to order at 6:37pm by President JC Hooker. Motion to approve minutes made by Wanda Hassler and seconded by Terese Wells.

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Presentation on Community Engagement by LaCoria Contee.

Next meeting have Volunteers to speak about the roles of Volunteers.

### Small Group Breakout

1. Sub-Group 1 (“Communication” and “Parenting Skills” notes)
  - a. Parenting Skills should be deletion from the policy statement and emphasis should be on effective parent involvement.
  - b. Identify way to recruit parent’s involvement
  - c. Evaluate the present Communication System
  - d. Remove IV & V from the policy
2. Sub-Group 2 (“Student Learning” and “Volunteering”) notes
  - a. Focus on current procedures and review strategic plan priority areas
  - b. Derive a metric system for tracking all volunteers

- c. Presentations to the Working Group in a small group setting:
  - i. Volunteer coordinators from the elementary, middle and high school levels to discuss best practices, challenges, and how training and orientation are conducted.
  - ii. Principals from the elementary, middle and high school levels to discuss best practices, challenges, and how training, and orientation are conducted.
  - iii. PTA/PTSA/FSA presidents to discuss volunteer activities.
  
- 3. Sub-Group 3 (“Decisions-Making and Advocacy” and “Collaboration with the Community”) notes
  - a. Data points on current involvement from businesses and volunteers?
  - b. Percentage of Parents involved in PTSAs/PTAs
  - c. Presentation on PTSOs/PTAs challenges/opportunities
  - d. Presentation for Community Mentor Program officials on challenges/opportunities
  - e. Review any data on PTSOs/PTAs assessment of collaboration differences
  - f. Review and assess staff awareness of resources for families
  - g. Tally and assess: number of grants from local businesses over last five years, community volunteers hours, business listing (increasing or decreasing over past five years), and high school students participating in shadowing/mentoring/internships/cooperatives (over past five years)

The meeting was adjourned by motion from Wanda Hassle, second Harry Wedewer at 8:22pm.

Next meeting will be Monday, March 25, 2019 at 6:30pm at 1305 Dares Beach Rd in Prince Frederick.