

CAC DEI COMMITTEE MINUTES

January 8, 2024

In Attendance

Saba Alemayehu, Jonathan Casey, Christina Garber, Betsy Gayner, Deborah Lawrence, Adrian Murray, Autumn Reely, Madeline Fortelka, Vanessa Cilento, Sarah de Champlain, Ashley Bessoir Pipe, Stephanie Ritter

Absent: Tanae Crandall, Dan Serfass, David Pettegrew, Maura Chwastyk, Teresa Smith, Richard Allen Bailey, Shane Poole

Welcome

- Adrian Murray called the meeting to order at 6:00 pm and welcomed everyone, including new members.
- Adrian introduced himself and outlined the scope and sequence of a typical meeting.
- Maddie read the FERPA statement.

Approval of Agenda

Adrian proposed to make the following amendments to tonight's agenda:

- Look over the recently revised (fall 2024) by-laws with new members
- Approval of December meeting minutes
- Introduction of new members
- Election of officers for the 2025 term
- Black History Month Contest
- Table Discussion on World Culture Day and 2025 Brainstorm due to time

The agenda was approved, including the proposed changes.

Approval of December (4) Meeting Minutes

Adrian asked if there were any changes to the meeting minutes. Hearing none, the December meeting minutes were approved.

Introduction of Committee Members- Outgoing, Continuing, and Incoming

All members present introduced themselves briefly

New Member Orientation

-Adrian reviewed the current bylaws. He highlighted the following:

- Number of members on the committee (12)
- Members are asked to attend no fewer than $\frac{2}{3}$ of the scheduled meetings during their term
- Adherence to FERPA to protect the privacy of students
- Exhibit civility and decorum to fellow committee members
- The committee has three officers: chair, vice-chair, and secretary
- Meetings are held once monthly and no less than one week prior to the Community Engagement Committee for decision-making
- The committee must only meet in a group of less than six (cannot hold quorum outside of the monthly meeting)

-Members talked about successes of the committee, shining lights, challenges, and other anecdotal experiences from their tenure on the committee

Election of Officers for the 2025 Term

Adrian asked new members if there were any questions about the descriptions of the officer positions and reiterated that we are all equal members despite the officer positions. One can nominate oneself, new members can be officers, outgoing members cannot vote.

Nominated chair: David

Nominated vice-chair: Saba

Nominated for secretary: Maddie

MLK Day of Service Planning

Saba and Christina outlined some event highlights and collaboration with the borough:

- January 20th, 2025 from 10-1
- 25+/- organizations joining for the volunteer fair
- 20 teachers will be volunteering in specified roles for specified shifts
- Craft table with cards for Caitlin's Smiles
- Optional donation of products for the Earl Besch Pantry
- Guest Speaker speaking on their experience during the civil rights movement and march on Washington
- The borough helped with marketing (sandwich board, flyers) and an "off-ramp" meeting will be scheduled with them to prepare for next year
- Saba noted to contact Mr. Serfass with regard to a Blackboard announcement and copy Autumn
- Debbie has reached out to ABC 27 news- are interested in potentially covering the event- this will have to go through the office of the superintendent.
- Dan Borrelli is checking about adding a sandwich board to the school lobby kiosk
- Adrian is sending Autumn a wishlist of supplies for the event
- Ashley will make QR code
- Saba will make shift schedule
- Last year's list of requested donation items:

Toiletry Items for Donation:

- Deodorant
- Toothpaste
- Toothbrush
- Soap
- Shampoo
- Conditioner
- Baby Shampoo
- Razors
- Shaving cream
- Feminine products
- Diapers

Black History Month Contest

- Discussed lessons learned from the prior year regarding submission.
- We looked over and approved the prompts that David compiled in a shareable document so that we can circulate to teachers,

Items up for Consideration by CEC

Comments, Announcements, and Any Other Business

- Lion Connection Program note from Christina: applying to rent with the borough office could be the moment when renters get the welcome packet
- Debbie reserved a table at National Night Out

To contact the CAC for DEI please email us at CAC4DEI@camphillsd.k12.pa.us

Adjournment

- Adrian adjourned the meeting at 7:31
- Our next meeting is February 5th