

**Timberlane Regional School Board**  
**Citizens Advisory Committee**  
**Preliminary Organizational Report**  
**April 4, 2013**

The Citizens Advisory Committee to examine family, school and community engagement has met four times. The meetings have been well attended and the committee members are enthusiastic about the CAC's objectives.

At the March 13th meeting Cathy Lisi was elected chair. Sue Sherman has volunteered to take minutes. A SharePoint page has been set-up for the committee and is accessible to the public via the TRSD website. There are 3 vacancies on the committee - 2 Sandown elementary school parents and 1 Atkinson community member.

The group's discussions have focused mainly on communication concerns within the district. Several areas have been indentified for closer examination.

- 1) Improving community relations/PR to high light our district's strengths and to provide concise, accurate metrics about our students' progress and schools' performance.
- 2) Strengthening parent connections and engagement, especially at the middle and high school level, through regular two-way communication and volunteerism.
- 3) Building connections with our communities through transparency about the budget process and curriculum and by developing volunteer and mentoring opportunities for community members.
- 4) Implementing parent education programs along with the development of a parent "Tool Kit" to help define what educators expect of parents as their children progress through school.

The CAC plans to conduct a baseline parent and community survey within the next 2 months. The survey will help the group to determine action plan priorities as they relate to the 4 areas identified above. Members will also review the Community Needs Assessment that was produced during the recent superintendent search process. In addition, Cathy Lisi and Kate Delfino will attend local PTA/PTSA meetings to gather parent feedback.

The CAC will meet next on Wednesday, April 17th and Wednesday, May 15th from 7:00 - 8:30 PM in the high school. The group will present a finalized action plan to the TRSB at their June 6th or June 20th meeting.

Respectfully submitted,

Cathy Lisi, CAC Chair

Kate Delfino, TRSB CAC Liaison