

CAC Minutes – January 28, 2008

Next CAC meeting: Monday, February 25 at the Board of Education Building 7:30.

Please advise Garn Anderson, Christie Wiedt, or Gina Wittenberg in advance if you will be unable to attend the meeting.

Attendees (10): Garn Anderson (presiding), Dr. Dan Keenan (Superintendent), Andrea Rocco (BOE Pres), Chris Bauer, Judy Friedman,, Jayne Hoon, Jim Matousek, Troy Miller, Cecilia Steinman, Dan Walsh, Christie Wiedt, Gina Wittenberg, Karen Seawall, , Richard Helzel, Alex Pandrangi

Absent with notice:

Sandra Hazners, John Doucette

Absent without notice:

Samantha Hall

Guests: Carol Winter (BOE Member), Tim Sullivan (BOE VP), Sue Forbes (Gifted Coordinator)

Call to Order

The meeting was called to order by Garn Anderson at 7:35 p.m.

Garn welcomed newly-elected BOE members Carol Winter and Tim Sullivan who attended to introduce themselves to the CAC membership. No board business was discussed at any time during the meeting.

Approval of Agenda

The agenda was approved with a minor correction.

The motion was made by Troy Miller and seconded by Karen Seawall.

Approval of Minutes

The December 17 meeting minutes were approved with a minor correction. The motion was made by Jim Matousek and seconded by Troy Miller.

Superintendent's Report by Dr. Dan Keenan

- Dan reminded the group that board business could not be discussed during the CAC meeting. The CAC is included as an agenda item at each BOE meeting, which is the proper forum for presenting CAC issues to board.
- Recent School Events
 - Westlake students have done well in several area competitions – Home Design Contest, Invention Convention at the Science Center, Art Contest
 - Elementary schools are having an author visit this month.
 - WHS Admin continues to partner with Westlake PD to keep WHS safe. Dog sweeps to locate drugs on campus are conducted 2-4 times per year. The Resource Officer at WHS is key to prevention – try to be as proactive as possible.
 - Ray Conti has returned from medical leave.
- 2008/2009 School Year
 - Planning is underway for the next school year. This includes several additions to the WHS Course of Study, Kindergarten Readiness program, and incoming Freshman Orientation.
- Board Retreat
 - Dan and his staff made presentations on district finances, academic plans and facilities at the recent BOE retreat.
- District is investigating ways to improve access to student information on-line. Looking at software packages that allow access to grade and attendance info. Additionally WHS morning announcements are available on the WHS web site.

Board of Education Report by Carol Winter

- Thanked the CAC for their work and is looking forward to the project presentations later in the year.

- Reviewed actions from BOE organizational meeting on 1/7/08 – Andrea Rocco elected President, Tim Sullivan WPres, reaffirmed district Vision and Mission statements.
- BOE Retreat Overview (1/26/08)
 - BOE members participated in a full day retreat facilitated by Dr. Eastridge, a superintendent in Cuyahoga County.
 - Discussed how to better serve the community
 - Mark Pepera presented a financial forecast
 - Pam Griebel gave an academic report including a review on the STEM grant proposal
 - The BOE identified the need for a comprehensive review of the district's facilities. Dr. Keenan will present a report in the April 2008 timeframe.
 - Discussed the district's mascot. Agreed on the need for consistency.
 - Carol will present the BOE report at future CAC meetings.

Chamber of Commerce Report (John Doucette)

- No Report

2007/2008 Projects

- Feedback Process (Complete)
- 21st Century (Report attached)
 - Dr. Keenan has passed along info on a program to teach financial skills. It was developed in his previous district.
- Gifted/Honors/AP – (Jayne)
 - The group has agreed on a project approach using a gap analysis and comparisons of programming to similar “Excellent” districts.
 - Have started interviewing district personnel to understand current program offering
- Funding Alternatives – (Troy)
 - Group continues to do research.
 - Not just focusing on sports-related issues, but is more general in nature. Such as use of banners and naming rights.
- Regular & Extended Field Trips/Volunteer Coaches/Advisors (Christie)
 - Gave an overview of the project scope
 - Reviewing current procedures with respect to passenger manifests and parent volunteer guidelines.
 - Met with Dave Newman, LBMS principal. Will meet with Tim Freeman, WHS principal soon.
 - Dan Walsh shared info concerning HB 190 which mandates BCI checks and fingerprinting of independent contractors working at schools. Some area districts plan to extend this requirement to all school volunteers who have direct contact with students. (see attachment)
- Communications
 - 10 question online survey is ready to go. Survey can be accessed via CAC web site.
 - Have advertised survey at PTA council meeting and PTA newsletters.

Old Business

- Garn is following up on applicants. Send any other referrals for prospective members to Garn.
- CAC By-Law Review
 - Christie is using the Ohio PTA By-laws as a template for the CAC By-law update.
 - Would like to recruit 2 volunteers for the By-law review committee.

Adjourn

A motion to adjourn the meeting was made by Christie Wiedt and seconded by Dan Walsh. The meeting was adjourned at 8:52 p.m.

Minutes taken by Gina Wittenberg

Corrections/missing items/amendments may be made during the next meeting as needed.