



# Elgin Math & Science Academy

## Outreach Committee Meeting

### Date and Time

Thursday November 14, 2019 at 3:15 PM CST

### Location

EMSA Campus 1600 Dundee Ave, Elgin

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>3:15 PM</b>
<b>A.</b> Record Attendance and Guests			
<b>B.</b> Call the Meeting to Order			
<b>C.</b> Approve Minutes	Approve Minutes	Melanie Gibb	
Approve minutes for Outreach Committee Meeting on August 8, 2019			
<b>II. Outreach: Families and Community</b>			<b>3:15 PM</b>
<b>A.</b> 2019/2020 New Student Population and Waitlist Status	FYI	Melanie Gibb	3 m
<b>Paper applications</b> (approximately 80) have been filled out at outreach events.			
Hopefest: 25			
Project Backpack: 25			
National Night Out: 4			
BBQ Bash: 25			
Hispanic Heritage Month/Gail Borden: 4			
Salvation Army Fall Fest: 1			
<b>Online applications now available.</b> Current total: 34			
<b>2019/2020 Waitlist:</b> 194			
<b>B.</b> Community Outreach	Discuss	Melanie Gibb	8 m
<del>1. Share successes with community, "State of the School" (Message from the Board) Complete</del>			
<del>2. Promotional materials Complete</del>			
3. Press (Test scores article)			
4. Donors (working on wish for wonder campaign with Development).			
<b>5. Open House Outreach.</b> What is the best avenue to get this info to our hard to reach families? (November 19): Facebook EMSA page, What's Happening in Elgin page, HAE email. <i>Can we send to preschools?</i> Should we do a printed piece?			

We need to have paper applications uploaded by end-of-year in order to invite to January Open House. *These families need additional communication.*

**ATTENDED EVENTS**

1. HopeFest @ Newlife: Saturday **July 27** from 10am-2pm  
*Needs: At least 2 full time adults. One must be Spanish speaking.*  
 Joseph and Armida Dominguez: armjoedom@wowway.com

Thank You Trish Ortiz! We received approximately 30 student applications. All applications need a follow up phone call to confirm information. Families that identified wanting to be on the waitlist need to be uploaded into school mint.

**TASKED TO:**

2. Project Backpack@ECC, Saturday, **August 3** from 9a.m. to 1pm  
*Needs: At least 3 full time adults. One must be Spanish speaking.*  
 "Agency Registration" coming soon

Megan Highland, mhighland@elgin.edu

Thank You Sarah Said and Kimberly Shaw! We received approximately 20 student applications and made connections with neighbor agencies. All applications need a follow up phone call to confirm information. Families that identified wanting to be on the waitlist need to be uploaded into school mint.

**TASKED TO:**

3. National Night Out @ Spring Street, Tuesday, **August 6** from 6pm to 8pm  
*Needs: At least 2 full time adults. One must be Spanish speaking.*  
 (Do we add presence at Festival Park?)

ROPE Officer Heather Farrell.

Thank You Trish Ortiz and Kerry Kelly. We received approximately \_\_\_ student applications and made connections with neighbor agencies, showed local community support and built existing family relationships. All applications need a follow up phone call to confirm information. Families that identified wanting to be on the waitlist need to be uploaded into school mint.

**TASKED TO:**

4. Back to School, BBQ BASH @ Wing Park, Saturday, **August 17** from Noon to 4PM  
*Needs: At least 2 full time adults. One must be Spanish speaking.*

Corey Dixon, Dixon\_C@cityofelgin.org

Representatives: Sarah Said, Kimberly Shaw, Kerry Kelly and Trish Ortiz?

Student ambassador participation?

5. **Gail Borden Hispanic Heritage Month Celebration**, Saturday, **October 5** from 2-4:30PM  
 Sarah Said, Andrea Fiebig, Additional MPAC Families

6. **Salvation Army Fall Fest: October 29 at 4PM.**

Sarah Said and Melanie Gibb.

**UPCOMING EVENTS:**

7. **Salvation Army Christmas Give-Away:** Saturday DEC. 21st. 9am - 3pm. *Need Spanish speaking volunteers at all shifts.*

8. **HAE Bike Give-Away: Date?**

*What items do we need to bring to the event? How many volunteers do we need?*

**OUTLETS**

1. Table at Library \$\$
2. **Summit School**
3. BGCE
4. Local Churches
5. Laundromats
6. Centro
7. HAE
8. EHN
9. The Centre Preschool
10. Head Start
11. East Side Rec Centre
12. Laotian community
13. Testimonials--share on FB

**OPEN HOUSES**

Fall: **NOVEMBER 19, 6-7:30PM**

Winter: **JANUARY 30, 6-7:30PM**

D. Lottery Administration Discuss      Melanie Gibb      5 m

*Items to prepare for lottery:*

- Gail Borden space rental: **Tasked to —**
- Paper Application upload and parent follow up: **Tasked to —**
- Application verification (Ensure no duplicates, ensure existing students are not in lottery, etc...): **Tasked to —**
- Lottery administrators: **Tasked to —**

**III. Other Business 3:39 PM**

A. Goals of the Outreach Committee Discuss      5 m

**Last Year's Student Demographics**

13.9% Asian  
 14.4% African American  
 36.6% Hispanic  
 34.2% White  
 Free/Reduced: 46%  
 Homeless: 3%

**Current Demographics**

8% Asian (-5)  
 12% African American (-2.5)  
 40% Hispanic (+3.5)  
 37% White (+2.5)  
 2% 2 or more/Other (+2)  
 Free/Reduced:  
 Homeless:

**Neighboring School Demographics**

1.2% Asian  
 4% African American  
 80% Hispanic  
 9% White  
 3.2% 2 or more/Other

B. Future Meetings FYI      Melanie Gibb      2 m

**IV. Closing Items 3:46 PM**

A. Adjourn Meeting Vote