

APPROVED



Elgin Math & Science Academy

Minutes

Outreach: Families and Community Committee Meeting

Date and Time

Tuesday January 12, 2021 at 5:30 PM

Location

Meeting ID

meet.google.com/gbj-mjsr-cgt

Phone Numbers

(US) +1 208-717-2860

PIN: 940 406 634#

Committee Members Present

B. Lane (remote), D. Alexander (remote), K. Kelly (remote), K. Shaw (remote), L. Fuhr (remote), M. Armstrong (remote), M. Gibb (remote), S. Said (remote)

Committee Members Absent

None

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

K. Shaw called a meeting of the Outreach: Families and Community Committee of Elgin Math & Science Academy to order on Tuesday Jan 12, 2021 at 5:34 PM.

C.

Approve Minutes

M. Gibb made a motion to approve the minutes from EMSA Outreach Special Meeting on 01-07-21.

B. Lane seconded the motion.

The committee **VOTED** unanimously to approve the motion.

II. Review & Approve Goals

A. Goals of the Outreach Committee

B. Proposals and Budget

MA: Literacy Connection could be a good source for new students.

SS: Will give Literacy Connection a call.

SS reviewed her proposal for hiring parent liaison(s) for outreach.

1 liaison focused on Hispanic community. 1 liaison for HAE and other families.

MG: Need to be able to incorporate into written application

MA: How do we reach HAE families not in special 30-family program

Kerry made a motion to approve an outreach budget as follows:

3,000 Consultant for outreach to reach applications goal

1,300 For referral incentives

500 Print materials

Seconded by Mel.

Discussion included requesting specific, measurable goals for consultant to accomplish.

How to input applications. How to track referrals. How to hire, monitor, and help with messaging for parents.

Unanimous Approval.

Hold for very near future:

1500 Consultant fees for FRL goals

1,250 Lawn signs

1,000 Swag and/or discounted tuition for FRL completion

5,000 Other incentive costs

C. Next Steps

Kerry to reach out to consultant to develop work plan.

Sarah to start parent search.

Meet on a weekly basis to to problem solve and keep tabs on progress.

III. Other Business

A.

Future Meetings

Meet weekly to track progress and make adjustments.

Next meeting: Tuesday, Jan. 19, 5:30

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:15 PM.

Respectfully Submitted,
K. Kelly

Documents used during the meeting

- EMSA Scope Proposal_010821.docx