

## FCPS SEPTA

Board Meeting 11-12-19

Chantilly High School

4201 Stringfellow Rd.

Chantilly, VA 20151

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**I. Called to order:** Approx 7:10pm.

Present: Michelle, Cathy, Laura A., Amanda, Norm, Ally, Diane, Laura B. Through Google hangout: Barbara, Kate, Tina, and Rich. Quorum reached.

**II. Minutes:** Tabled approving minutes because secretary was absent for a job commitment.

**III. Committee/Officer Reports**

A. Board vacancies & New positions:

- a. Cathy is working on an Events chair.
- b. Welcome Sara Moore as Teacher committee chair!
- c. FCC-PTA Delegate- ?
- d. Exhibit coordinator:

Motion—Cathy: “I move to add an exhibit coordinator.” Amanda second. Discussion: Cathy stated position in the agenda. Discussion j that perhaps it could be a subcommittee so as not to add a board position/affect quorum. Or make a non-voting member? Norm noted that our board rules require 10 mtgs attended per year, so if it became a board position requiring them to do this, might make it less popular. Cathy: I amend my motion, to move that we add a subcommittee chair to events chair position, to be the exhibit coordinator. Barbara questioned, what all included? Response: Coordinating what events to attend, taking supplies incl. having copied materials, coordinating volunteers to staff table. Cathy explained a large responsibility is to search out events way in advance to apply in time to exhibit. All present were in favor with the exception of Michelle abstaining. Rich Tina, Kate and Barbara approve. —Amended motion passes.

B. Treasurer report

- a. Audit committee met and approved this weekend. Next step to go to gen. membership for a vote. Monday (Inclusion night) is a general membership meeting; do it there? Question: Was 30 day notice given for meeting? Is it an official advertised meeting? Reply: Yes, advertised to start at 6:30. While school board meeting starts at 7PM, that is just part of the general meeting.
- b. Motion from Amanda: (As in agenda) “...The signing of blank checks is prohibited Likewise, making checks payable to cash is also prohibited.” Cathy seconds. Discussion, Norm: Does this matter to the general membership, and should wait for the membership mtg? Amanda responds: We will let them know; not pertinent to general members. All were in favor, with Rich forced to abstain due to position. Motion passes.

### C. Events

- a. Thank-you notes: Notes were signed at this meeting; underway.
  - b. Inclusion night: Laura A. will supply food and paper goods. Discussion: Put exhibit in the lobby right outside the school board meeting, vs. the cafeteria, our location for our inclusion activities? Feeling is that other groups display in the lobby right outside SB meetings. Laura is hesitant. Added a new speaker from Bishop O'Connell H.S. to talk about the inclusion program she coordinates with I.D. students, which includes peer tutoring. There are nine 15 min slots.
  - c. Blue Iguana: 10 silent auction items, and a 50-50 raffle. Goal remains \$1K. Close silent auction 8:30. Ally and Michelle will handle money and raffle. Question from Diane: What specific prizes can we advertise? Response: Movie tickets, wine tasting. We have a reasonable, but not over-the-top, supply of auction items.
  - d. Book Fairs: Coordination complete with all 4 managers from 4 locations of Barnes and Noble. Michelle/Diane will oversee Fair Lakes. Tyson's location: Norm volunteered. Barbara and Tina split Springfield/remaining location. Sunday Dec. 1<sup>st</sup> 1-5pm. Will be allowed to sell items, memberships. When not already taken, may also gift-wrap. Game table. Diane asked, face-painting this year? Barbara: Not an activity she desires; can do craft table, i.e. bookmark-making. [Location overseers shall decide and coordinate.] Need still: Sped-related book recommendations to promote sales (they do displays of recommended books). There is a posted link for you to please add your recommendations. Display board to go to Tyson's because it is the biggest store. Cathy recommends constructing 3 "science fair size" boards for 3 other locations. We won't have shirts in time to sell. Tina wants a backup for Springfield: Laura Baker will do it.
- D. Fundraising: SEPTA shirts will be ordered in the Spring.

### IV. ADDITIONAL NEW BUSINESS:

- A. Upcoming Equity Stakeholder's Mtg: Cathy and Michelle going.
- B. Meet & Greet with newly-elected school board members: Purpose of informal meeting with SEPTA board is the last chance to meet with them prior to Sunshine Laws in effect. [To meet with them without requirement meeting is open to the public.] Has to happen before Thanksgiving (within 30 days of election). Discussion included the fact the opportunity to relationship-build was invaluable; however, time's limited close to Thanksgiving and our Nov. member event. [Later decided "offline" that while Rachna Heizner offered a meeting which would be valuable to both parties, it wouldn't work due to schedules and time constraints. Michelle will send congratulatory letters to all new SB members.]

**Adjourn:** Approx 8:05pm. Advocacy-planning workshop to follow.

## ADVOCACY PLANNING WORKSHOP

**Attendees:** All present board members stayed. Barbara, Tina, and Kate left the Google hangout.

**Goal:** Need to start a longitudinal plan for what is a huge part of our organization. It's so vital that future plans include Barbara bringing an educated outsider for strategic planning for our organization.

Informal poll of those present: Only Norm, Laura, and Diane have had a form of Advocacy training. None of us have had advocacy training through the PTA.

--Michelle has spoken to advocacy person (Dunn) for the PTA.

--Michelle also brought a "Strategy Chart" from Midwest Academy ([www.midwestacademy.com](http://www.midwestacademy.com))

☑ **We will use Midwest Academy's Strategy Chart** to start developing the strategy for our advocacy.

The first column of the chart is **Goals**. Michelle asked that we divide our six previously-determined advocacy goals among 3 categories. Categorizing the goals: Create three levels. First level is non-budgetary, easy to win. There's also medium and long-term; both will have budgetary implications.

☑ Previously determined 6 advocacy goals:

GOALS: 1) R&S, 2) Inclusion/Accessibility, 3) Staff training/ratios, 4) Transitions, 5) Outcomes, 6) Discipline inequities.

We will categorize ["Easy", "medium", "large"].

- Transitions—Easy (already in the works).
- R&S—Large.
- Inclusions/accessibility--Large.
- Improving outcomes--Large. Data (equity studies, disaggregating)--easy.
- Staffing ratios is large b/c some set on state level, must lobby state. FCPS staffing--medium.
- Discipline: Some aspects medium, some are large. Staff training is medium. Admin/Staff training is easy.

**Next Column: Organizational Considerations:** Consider manpower, time, money, space. What are our resources?

Replies: Educated membership. Time is a limited (negative) resource. Relationships with school board members, ability to arrange meetings with central office staff. FB group is very active. Momentum (we've already done stuff!). Big mail distribution list. Documentation-our Google drive-of what we've done. We have a small budget. Big county: Potential population. Teacher members. Embedded because get seat on ACSO and in the task force. Sympathetic/sensitive school board (as we've helped pushed for their election. We have a good reputation. Relationships exist with the administration. We have some media connections. We also have a few general assembly and statewide connections.

*Organizational probs:* Turnover, understaffed, time and energy limitations. Our population tends to be overwhelmed. Conflicts. Overscheduled. Lack of funding.

**Next Column: Constituents.** These are those who care about the issue enough to possibly join or help. Who?

Reply: The 27,000+ families with IEPs; teachers and staff.

*Allies:* PoAC, other SEPTAs, CHADD, Formed families, FCCPTA. Fairfax Assoc. of the Gifted, Trauma-Informed Community Network, WIN. Teachers unions.

*Opponents:* Some FCPS staff [Jane Strong]. Some non-sped parents don't want inclusion, or are against allocating resources to our students. Some teachers. Parents who believe we are too neutral. Fund allocators.

**Next Column: TARGETS=Decision Makers** [Who we target our action towards: Use specific individuals.]

*Primary decision makers:* Brabrand, Teresa, Jane Strong, Mike Bloom. Regional Superintendents, Duran, VDOE

*Secondary decision makers:* Executive [Regional] principals, Brabrand (pressures regional superintendents). ACSD. Principal's and Teacher's Union, ombudsman, NAACP, OCR, VDOE

**Final Column: Tactics.** [What "Constituents" do to "Targets" to give us our goals; build our organization]

Responses: Letter writing; testimony; OCR complaints; lobbying state, federal, local; lawsuits; phone calls; meetings involving any targets; go to media (press releases, interviews, write op-eds, data share); attend meetings; submit questions. Sit on committees. Visibility (show up in shirts). Resolutions and position statements. Surveys, data collection, data dissemination. Proclamations. Social interaction and exposure. Relationship-building (thank-you notes, "Congrats on being elected" notes), education. Awards ceremony and grants. Demonstration, protestation.

☑Tabling: Take each goal, and run through **resources, constituents, targets, and tactics.**

We did go through an easy goal as an example.

Goal: Transition checklists.

- **Resources:** Septa board, ACSD, membership, educated membership, info from kids.
- **Constituents:** Allies on transition checklist: Teachers, PoAC, Chadd.
- **Targets:** Who has the power to make transition checklists? --Teresa, Mike, Jane. 2ndary pressure: Ombudsman, ACSD.
- **Tactics:** In-person meetings, resolution, detailed position statement. ACSD testimony, School board testimony, ask questions, surveys, resolutions, position statements.

**SUMMARY OF ADVOCACY PLANNING WORKSHOP:** Michelle requests Norm and Diane to go through this with all the goals for planning purposes of getting the goals accomplished. Michelle also requests that all committees proceed with this model for strategic planning.

Workshop ended at approximately 9:05pm.