



Kids' Council Meeting Minutes

January 16, 2014

5:15 p.m. – 7:30 p.m.

344 Broadway

Summary

Summary of Conversation Topics

- Updates from the Community Engagement Team, the Youth Involvement Subcommittee, the Kids' Council Family Subcommittee and ACEs Too High Follow Up

Key Agreements

- Motion approved for Kids' Council to recommend the CET budget to the City Manager and School Superintendent.

Next Steps

The group identified the following next steps (or commitments) during the meeting:

What	Who	By When
Review the work of the Family Engagement Subcommittee at the next Kids' Council meeting	Kids' Council and Family Engagement Subcommittee	February 27 th at 5:15pm
Follow-up on the ACEs TOO HIGH: Creating a Resilient Cambridge at the March Kids' Council meeting	Kids' Council and ACEs Subcommittee	March 20 th at 5:15pm



Kids' Council Meeting Minutes

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5:15pm – 7:30 pm

344 Broadway, 2nd Floor Conference Room

Detailed Notes

Present:

Tina Alu, Charlotte Avant, Betty Bardige, Sally Benbasset, Jessica Daniels, David Maher, Louis DePasquale, Visceria Givans, Michelle Godfrey, Robert Haas, Claude Jacob, Lena James, Barbara Kibler, Neal Michaels, Ellen Semonoff, Rio Nelson, Zach Spitz, Kabir Uddin, Lori Likis, Andrea Collymore, Susan LaPierre, Fred Fantini, Marc McGovern, Shoshi Stern-Robbins, Mary Gashaw, Mal Maine, Alessandra Fix, Carole Sousa, Mina Reddy, Zach Spitz, Sammy Gourabou

Chair: Mayor Maher

Executive Director: Nancy Tauber

Note taker: Nadia Davila

Desired Outcomes:

- To receive updates from the Community Engagement Team, the Youth Involvement Subcommittee, the Kids' Council Family Subcommittee and ACEs Too High Follow Up

Socialize, Network and Eat

5:15pm – 5:30pm

Call to Order:

5:30pm – 5:44pm

- Welcome and Introductions
- Agenda Overview
- Adoption of Minutes (November 21 meeting)
 - Adopted
- Public Comment
- Announcements
 - CEOC is offering free tax preparation starting February 1st. Flyers available in English, Haitian Creole and Spanish. Please publicize and tell friends!
 - Starting on Tuesday January 21, CEOC will be at CRLS three days a week to assist with FAFSA and follow-up with parents on evenings and on Saturday. CEOC is also connected with the College Success Initiative to help students make good financial decisions.
 - Harvard Graduate School of Education is offering a class, "Learning from Practice: Evaluation and Improvement Science", and they want to connect their students with

real organizations and programs between January 30th and March 6th. If you are interested, contact Candice Bocala at ceb193@mail.harvard.edu.

- Monday January 20th, Martin Luther King Jr Day celebrations: noon a commemoration service hosted by Peace Commission; 2pm at City Hall Many Helping Hands Day of Service until 5:00pm
- At 1pm on Sunday, January 26th financial aid officers from different colleges will be at CRLS to help families fill out forms
- Still need a flu shot? Contact Cambridge Health Alliance
 - CHA was able to vaccinate 13% of CRLS population in one day
- The YWCA suffered great damage due to a broken water pipe and they are in immediate need for monetary support to make immediate building repairs and to provide critical support to their residents. Tax -deductible donations can be mailed to the YWCA, 7 Temple St., Cambridge, MA 02139, or made online at the YWCA Cambridge website

Updates:

5:44pm – 5:54pm

- Kids' Council Family Engagement Subcommittee
 - In an effort to develop recommendations to make it easier for families to access information, services and resources to support their children, the Kids' Council needs a better understanding of what would be most helpful to families; therefore, the Family Engagement Subcommittee developed questions to ask families and front line providers. So far 80 families and 118 providers who work with children and youth in Cambridge have been interviewed.
 - The Subcommittee will be meeting on Feb. 4th to figure out what to do with all of the information, and there will be a presentation of the findings and possible recommendations at the February 27th Kids' Council meeting.
- ACEs Too High November Meeting Follow-up
 - The ACEs Subcommittee looked at recommendations and notes and came up with five goals that we could pursue
 - Increase awareness about ACEs and impact on youth
 - Develop skills for immediate response and resiliency building
 - Assure appropriate resources are available to support youth and families
 - Assure connections to community resources
 - Change/Create policies and procedures to improve the “default environment”
 - Evaluate what we are doing to ensure impact
 - The Subcommittee will continue with this work and present at the March Kids' Council meeting
 - Comments:
 - CHA is going through a similar process to look at indicators and priorities so it is interesting to look at the work here
 - Prevention is important also and community involvement is a way to do that. There are a lot of things that we can do to prevent child abuse, neglect and homelessness.

Presentations:

5:54pm – 7:04pm

- Community Engagement Team; Presented by Carole Sousa and Mina Reddy
See PowerPoint Slides Below
- Q&A:
 - Do outreach workers have any documented overtime?
 - We are sensitive that our Outreach Workers are parents and/or are working other jobs. We are also careful with what the Outreach Workers are billing – making sure they get paid for all hours they work.
 - What other organizations are utilizing the Outreach Workers beyond the CET?
 - Many organizations have liaisons and outreach workers, as well as literacy ambassadors and community health workers. The planning team for the training program includes representatives from the CET, Community Learning Center, Health Department, Cambridge Public Schools, Cambridge Police Department, Cambridge Housing Authority, Transition House, and Agenda for Children. The modules are designed for mixed audiences.
 - Are home visits tracked?
 - Home visits are not part of outreach workers' job, but Agenda for Children does home visits. Given that, Outreach Workers will go to houses if need be. If the phone number is disconnected, they will go to the house and find the family that way.
 - With the training, will school employees be considered as well?
 - Yes and there are school employees participating in the training development as well.
 - What percentage of time are Outreach Workers now spending with schools?
 - According to the budget – 300 hours are spent on school hours. Once connected with parents, then that kicks into the city. Tracking has been important. We are really careful that they don't give free time, and we are doing fine with the budget.
 - This is about making sure families get connected (who are not), but also thinking about how do the institutions that these families get connected to can support these families and be comfortable once they are at the table. During past meetings, there was not a representative group (people of color and people in lower socioeconomic status) present, or they were visibly not comfortable. We need to spend time in helping the organizations to change some of what they are doing so that families we are trying to reach can successfully engage.
 - At Graham & Parks, the principal wanted to have a meeting with Ethiopian families to find out what they think, but was skeptical of meeting, so Outreach Workers (who are trained in parent workshops) held a reading party where afterwards they were able to meet with the principal.
 - Having a MOU and a formal relationship with CPSD has been very helpful and allowed us to share the data – i.e. contact information.
 - Praise:
 - For the work of the CET:

- Completely impressed! Always been impressed, but never seen people take expectations and follow through as completely and coherently as you have done
- Done an amazing job! With taking a small amount of money and doing a good job
- So glad to see the school numbers – those are 96 new families – we spun our heads trying to figure out how to reach the communities that we are not seeing
- Appreciating the complexities with what you can do with 2 additional Outreach Workers
- Cities across the nation are invested in finding out how to build capacity to connect across the community, and in the short amount of time, we find this success in Cambridge
- The stories make people feel good and they also have big impact
- These are real connections and real differences not just big policies that we don't follow the impact on individual lives
- Outreach Workers hours at the school were allocated strategically – to ELL programming and language immersions schools. Great success!
 - For the collaboration:
 - The collaboration is part of this success
 - For the effect on the Kids' Council:
 - You make it easy for us to defend – no one could say no
 - It was important that we got positive results from KC group too
- Motion that Kids' Council recommends budget to City Manager and School Superintendent.
 - So moved.
- Youth Involvement Subcommittee
 - **See PowerPoint Slides Below**
 - Like their page on Facebook at www.facebook.com/CambridgeYIS

Meeting Evaluation and Next Steps:

7:04 – 7:10pm

PLUSES:

Presentations, having updates, success of collaboration on KC and CET, Boggle, progress monitoring with tangible results, YISers at tables, attendance, sandwiches are great, agenda works with the schedule, Mayor acknowledge change and progress, School Committee and City Council members came without being appointed.

DELTAS:

Classic coke, set up tables based on meeting

Adjourn

7:10pm

Community Engagement Team Slides

Community Engagement Team

Cambridge Kids' Council
January 16, 2014

Kids' Council Enhancement of CET 2013-2014

1. Hire two additional outreach workers and increase current hours to work on special projects
2. Plan and develop a series of training modules for outreach workers across the city
3. CPS contract with CET for 832 hours of outreach worker time

Results of CET work from July 1st through December 30th 2013

1. Hire two additional outreach workers and increase current hours to work on special projects.

- Two additional outreach workers were hired to reach out to Chinese and Arabic speaking communities of Cambridge. (American-Born Black, Bangladeshi, Chinese, Egyptian, Haitian (2), Ethiopian (2), Somalian, Latino (2))
- Two special projects completed.
 1. 102 Community Health Access Surveys collected and three focus groups organized, 30 participants attended
 2. Let's Talk About Physical Activity - three focus groups organized, 24 parents attended

Impact of additional outreach workers July 1-December 30, 2013

1 st and 2 nd Quarters	FY 13	FY 14
# of parents contacted	215	421
# of times events and services recommended	727	1858
# of times parents attended events or services	115	689
# of parents attended first time	190	307

2. Plan and develop a series of training modules for outreach workers across the city

July-September	16 Member Training Planning Team Established
September-October	<ul style="list-style-type: none"> • Training Goals Identified • Audience Identified • Review of Current Training Materials
October-November	<ul style="list-style-type: none"> • Curriculum Developer Hired • List of 8 Modules and Learning Objectives Developed • Format Decided
December	Draft of 2 Modules Completed

Timeline January-June

January-March	•Draft 6 Modules •Hire Graphic Designer
February-April	Pilot 2 Modules
March- April	Draft other Sections of Manual, such as: •Acknowledgments •Introduction •How to Use This Manual etc.
April	Final Editing and Layout
May-June	•Print Manual •Develop Distribution Plan

Assessment

Manual and Modules

- Pre and Post Tests
- Comprehension checked through *Wrap-up and Reflection* activities
- Evaluation form for participants to give feed-back on effectiveness of trainer and ideas for improvement
- Pilot

Team

- Mid-process and year end surveys
- De-briefing meeting

3. CPS contract with CET for 832 hours of outreach worker time

- Two hours added to each outreach worker's job
- MOU signed
- Priorities for CET work with CPS established

Impact of additional outreach worker hours for work with CPS September 3-December 30, 2013

# of parents contacted	799
# of events recommended	33
# of parents attended events	173
# of parents who attended an event for the first time	96
# of families assisted with parent/teacher conferences	6

Upcoming

- Assist Language Immersion Programs with targeted recruitment
- Recruit parents to attend the K-8 Parenting Workshop Series
- Assist Office of Student Services with outreach to immigrant families about Basic Rights and Special Education

Stories

Testimonial

Dear Nancy:

I just wanted to let you know how happy we are with our relationship with the CET Outreach Workers. Between Carole's coordination and their help and support at many of our recent events, we have had excellent attendance. We are certain that this has so much to do with their assistance as well as my staff's efforts.

The Outreach Workers have called our families, attended our events and came into our office and personally introduced themselves to me and my staff.

Thank you for your continued efforts and please pass along my gratitude to the Outreach Workers.

Sincerely,
Jennifer Ford
Principal Peabody School

FY15 Recommendations

City Funding

- Pilot training program for outreach workers across the city
- Maintain a team of 11 outreach workers (with additional funds for special projects)

School Department Funding

- Continue work with CPS (2 additional hours each outreach worker)

Youth Involvement Subcommittee Presentation

Mission and Goals

Aligned with Kids' Council's 2013-2014 vision of Family Engagement*, the Youth Involvement Subcommittee has dedicated their year to addressing the Opportunity to Learn Gap in both the middle schools and the high school. Splitting up into two teams (the Middle School group and the High School group), the YIS is planning on distributing information essential to academic achievement through social media, videos, posters, workshops and events. The content will highlight the importance of taking advantage of all the resources Cambridge has to offer, emphasize the value of self-advocacy, give advice on teacher and student relationships, and speak about the differences between AP, HN, and CP classes. YIS is hopeful that the guidance and expertise that they will share will give all students equal opportunity to succeed in middle school, high school and beyond.

Our work in the Subgroups

- Middle school children and their families
 - Video Answers
 - Workshops
- High Schoolers and their families
 - CRLS Resources
 - Teacher-Student Relationships
 - AP/CP/HN Classes

CRLS Information Night

- Co-Hosted Event
- Handed out Info Cards
- Workshop with 8th Graders
- Q&A Session with Guidance Counselors

Social Media Campaign

- Social Media Training at CCTV
 - Ambitious and Realistic Goals
- Facebook Group
 - Post 3 times a week
 - Articles, videos, Get-To-Know YIS
 - Other group pages
- Newsletter