



## Coordinating Council for Children, Youth and Families

### Meeting Minutes

**September 15, 2016**

5:15 p.m. – 7:24 p.m.

344 Broadway

### Summary

#### ***Summary of Conversation Topics***

- Cambridge Youth Council Update
- Overview of Find It Cambridge
- Review draft “2016-2017 FPC Work Plan Addressing Opportunity Gaps in Cambridge” document

#### ***Key Agreements***

- Agreement that the draft “2016-2017 FPC Work Plan Addressing Opportunity Gaps in Cambridge” document should be revised based on recommendations made by members of the Council

#### ***Next Steps***

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

What	Who	By When
Save the dates for the proposed meeting schedule for 2016-17 (3 <sup>rd</sup> Thursday of the month, 5:15-7:15 pm unless otherwise noted): <ul style="list-style-type: none"><li>○ Thursday, October 20, 2016</li><li>○ Thursday, November 17, 2016</li><li>○ Thursday, January 19, 2017</li><li>○ Thursday, February 16, 2017</li><li>○ Thursday, March 16, 2017</li><li>○ Thursday, May 18, 2017</li></ul>	All Family Policy Council members and affiliates	
Email draft “2016-2017 FPC Work Plan Addressing Opportunity Gaps in Cambridge” document to members of the Family Policy Council for review	Nancy Tauber (NT)	September 23, 2016
Review draft “2016-2017 FPC Work Plan Addressing Opportunity Gaps in Cambridge” and provide feedback to NT	All Family Policy Council members	October 3, 2016



## **Coordinating Council for Children, Youth and Families**

### **Meeting Minutes**

**September, 2016**

5:15 p.m. – 7:23 p.m.

344 Broadway

### **Detailed Notes**

#### ***Present:***

*Hector Acevedo, Tina Alu, Chris Burke, Lace Campbell, Tony Clark, Louis DePasquale, Luba Feigenberg, Mari Gashaw, Dewayne Green, Michelle Godfrey, Liz Hill, Claude Jacob, Lena James, Jack Kiryk, Lori Likis, Michelle Lower, Maria McCauley, Kester Messan, Neal Michaels, Matt Nelson, Rihana Oumer, Mike Payack, Bridget Rodriguez, Kenneth Salim, Ellen Semonoff, Nancy Tauber*

***Co-Chairs:*** Mayor Simmons and Neal Michaels

***Executive Director:*** Nancy Tauber

***Content Manager:*** Mike Payack

#### ***Desired Outcomes:***

- Shared understanding of the work of the Cambridge Youth Council
- Shared understanding of Find It Cambridge
- Agreement that the draft “2016-2017 FPC Work Plan Addressing Opportunity Gaps in Cambridge” document should be reviewed and revised based on recommendations made by members of the Council

#### ***Socialize, Network and Eat***

**5:15 pm – 5:31 pm**

#### ***Call to Order:***

**5:31 pm – 5:50 pm**

- Welcome & Introductions (Neal Michaels)
  - Neal welcomed attendees and mentioned that Mayor Simmons is unable to attend tonight’s meeting
- Adoption of Minutes (May 19, 2016 meeting)

- Ellen Semonoff moved to adopt the May 19 meeting minutes
  - Michelle Godfrey seconded motion
- Motion carried - minutes adopted
- Announcements
  - Jack Kyrik announced that he worked with CDD this summer and promoting an initiative for the Georgetown Energy prize (\$5 M) to sell high quality thermostats for at a reduced rate
  - Ellen Semonoff announced that the City is holding Danehy Park Day at Danehy Park this Saturday from 11-4
  - STEAM event a week from tonight at King Schoool
  - Matt Nelson announced that tomorrow is PARK(ing) Day. CPD, Fire, ECC, and MEMA will co-host obstacle course in Kendall Sq.
  - Maria McCauley announced that Library is launching its Thousand Books Before Kindergarten Initiative
  - Claude Jacob announced that September 30 is the deadline for nominations for 2016 Food Heroes
  -
- Public Comment
  - No public comment

### ***Cambridge Youth Council (CYC) Update:***

**5:50 pm – 5:56 pm**

- Kester Messan, Dewayne Green, and Rihana Oumer described the function of the structure CYC
  - This year, the CYC will be working on a couple projects around closing the achievement gap
- Neal applauded the CYC for introducing a mentorship initiative in which high school students will mentor rising middle-schoolers and freshmen

### ***Introductions:***

**5:56 pm – 6:20 pm**

- Neal asked members to introduce themselves

### ***Find It Cambridge Presentation:***

**6:20 pm – 7:01 pm**

- Neal introduced Hector Acevedo, the City's newly hired Find It Cambridge Manager

- Hector discussed his background
- Ellen Semonoff described Find It Outposts—places where residents can speak with someone face-to-face (or by telephone) regarding City resources
  - The FPC is looking for volunteer(s) to work on developing a proposal to create opportunities for organizations in Cambridge to be “Find It Outposts”
  - Nancy asked interested parties to sign up and also think about anyone in their respective networks who may be interested in working on this
  - Hector and Nancy noted that we need organizations to enter their service information into Find It Cambridge in order for it to be a useful resource to individuals and families in Cambridge
  - Ellen asked members of the Council to think about the following questions
    - How are we going to market Find It so that it is accessible?
    - What will it take to have staff at “Find It Outposts” be able to spend extra time with people who may need up to 30 minutes of one-on-one assistance?
    - What are the array of things we need to be thinking about if we want to make Find It Cambridge as accessible and effective as we are thinking it can be?
  - Luba Feigenberg noted that this will be a wonderful resource for providers as well
- Hector discussed continuing work on Find It Cambridge
  - Customer Information Management Software will send friendly reminders to providers to update their information
  - Continue usability testing
  - Google grant for Find It Finders—summer 2016
- Hector provided a demonstration of the Find It Cambridge website
- Planning an October 2016 launch
- Questions/Comments
  - Matt Nelson suggested that agencies schedule a time with Hector to help staff upload their organization’s information to the website
  - Rihana Oumer suggested creating an FAQ page
  - Bridget Rodriguez suggested outreach to middle school students to encourage them to use the site as a resource
    - Nancy Tauber added that the Middle School Network (MSN) works with middle schoolers to help them think about and develop their summer plans—perhaps the MSN can use Find It tablets (purchased through Google grant) as a tool/resource during this process

***2016-2017 Family Policy Council Work Plan to Address Opportunity Gaps in Cambridge:***

**7:01 pm – 7:21 pm**

- Nancy thanked FPC members who came to two optional summer meetings to work on the 2016-2017 FPC Work Plan
- Nancy provided two handouts
  - Attachment A: 2016-2017 Family Policy Council Work Plan to Address Opportunity Gaps in Cambridge
  - Attachment B: List and descriptions of various working groups/initiatives supporting kids
- Tina Alu summarized the optional summer FPC meetings discussing opportunity gaps
  - Define the problem
  - Identify the barriers
  - Articulate the vision
  - Outline strategies to address opportunity gaps
    - Find It Cambridge
    - Connect Cambridge kids
    - Shared student data system
    - Middle School Network Planning and Placement Program
- Neal stated that we would like to continue to refine this document
  - Part of the intent is to articulate this as a policy to be presented to the City Council for adoption
- Neal asked members of the FPC to continue to review this document and provide feedback to Nancy by October 3.

### ***Next Steps:***

#### **7:21 pm – 7:24 pm**

- Next meeting: Superintendent Kenneth Salim will present his action plan and use this space as a focus group
- Nancy Tauber asked members to save the dates for the proposed meeting schedule for 2016-17 (3<sup>rd</sup> Thursday of the month, 5:15-7:15 pm unless otherwise noted):
  - Thursday, September 15, 2016
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### ***Adjourn:***

#### **7:24 pm**

- Meeting adjourned

## **Attachment A:**

# **FAMILY POLICY COUNCIL WORK PLAN ADDRESSING THE OPPORTUNITY GAPS IN CAMBRIDGE**

Tina Alu, Ashia Aubourg, Ed Byrne, Tony Clark, Jan Devereux, Kim Goldstein, Liz Hill, Lena James, Jack Kiryk, Annie Leavitt, Alanna Mallon, Neal Michaels, Matt Nelson, Mike Payack, Susan Richards, Nancy Tauber, Sue Walsh

## **THE PROBLEM**

The City of Cambridge has a wealth of resources: innovative and flourishing industries; prestigious universities; pioneering civic institutions; dynamic programs and leaders; and organizations and people committed to serve others. Still, even with our City's extensive resources and opportunities, everyone does not share in the prosperity. There is a significant disparity in the ability to regularly access the best our community has to offer, which touches almost every aspect of daily life in Cambridge: access to education, food, affordable housing, positive employment, health and wellness opportunities, and many others.

## **THE VISION**

Opportunity requires equity: a community of people who can access what they need to be successful without disadvantaging others. Opportunity requires acknowledging and addressing the historical legacies of racism, income inequality, and other forms of oppression that systematically exclude members of our community.

Opportunity means that all children, teens, and their families can access understandable information about the resources that are available to them. It means reducing and removing the barriers (administrative, financial, technological, social, and others) that prevent them from being aware of and participating in the opportunities that exist. Opportunities that will help them enter the workforce, be able to attend and complete post-secondary education while thriving in homes where they maintain economic stability and believe their futures hold promise of success.

Our vision for opportunity is one where our policies and practices ensure that all children, teens and their families are accessing what they need to be successful, engaged residents who are prepared for life in our community and in the world.

## **THE STRATEGIES**

The knowledge of and ability to fully access resources and services is a critical factor that will help individuals to lead fulfilling lives. In order for our vision to become a reality, we recommend the following strategies:

### Find It Cambridge

- Ensure families have easy access to information, resources and services through Find It Cambridge.

- Find It Manager
  - Responsible for the Find It website, marketing, and online, telephone and in person support
- Find It Website
  - Fall, 2016 launch
- Find It Outposts
  - Create opportunities for organizations in Cambridge to be “Find It Outposts”

### Connect Cambridge Kids

- Build a system to provide individual support to children, teens and families identified as “high priority”\* or in danger of becoming “high priority”\*.
  - Look at existing systematic efforts aimed at supporting and connecting children and teens with the opportunities available in Cambridge:
    - Middle School Network (MSN) Planning and Placement Process\*
    - College Success Initiative
    - Safetynet
    - Birth-3rd Grade Partnership
    - Community Engagement Team (CET)
    - Cambridge Youth Council (CYC)

\*Students are identified as “high priority” based on many factors, including their level of connection to community organizations and barriers that keep them from engaging and accessing opportunities.

- Support a shared student data system in order to help everyone who works with children, teens and their families and gain additional perspectives that can inform strategies, policies, resource allocations and actions -- all aimed at eliminating barriers to equity and access, and to improve outcomes.
  - Look at Khari Milner and Steve Smith’s work on including students’ participation in Out-of-School Time (OST) programs and activities in Aspen (CPS student information system).
  - Keep in mind federal and local student data privacy policy (including FERPA) could make it challenging to have “3rd-party” mentors have access to CPS student data, so it will be essential to plan with these policies in mind.

## Cambridge Initiatives and Collaborations (Fall, 2016)

Group	Purpose	Priorities
<b>0-8 Council</b>	Cambridge 0-8 Council is a collaborative that brings together early education, family systems and community so that families and providers will become effective partners in promoting the healthy development of children, prenatal to age eight.	1) Support the healthy development of Cambridge children birth to age 8 2) Racial equity 3) Play 4) Support the upcoming work of the Birth to 3rd grade partnership
<b>5-2-1</b>	Promotes physical activity and healthy eating for Cambridge children and acts as the CPS School Wellness Council	1) Healthy Eating 2) Physical Activity 3) Limiting Screen Time
<b>ABBOT</b>	American Born Black Outreach Team is a subcommittee of the CET	1) Form partnerships with African American Families with young children 2) Support the efforts of the American-born Black Outreach Worker 3) Plan events and forums that provide opportunities for providers to discuss the impact that race and racism have on accessing services in Cambridge
<b>Agenda for Children Literacy</b>	Agenda for Children Literacy Initiative works with parents and caregivers to support the development of children's language and literacy skills so that children will enter school ready to learn how to read and write. The initiative supports parents and caregivers in their role as primary teachers of language. The program also shares strategies parents can use to have a positive influence on their children's education from birth through age 7.	1) Early literacy 2) Healthy development of young children 3) Family engagement 4) Professional development with Family Child Care Providers
<b>Agenda for Children Out-of-School Time (OST)</b>	The mission of the Agenda for Children is to convene, catalyze and support the youth serving community in Cambridge for the shared purpose of increasing equity, access and innovation and sustaining the highest quality out of school time opportunities and experiences for all children, youth and families.	1) Increase organizational and staff capacity to lead high quality programming through on-going professional development 2) Ensure broad participation of Cambridge's school-age youth in quality (OST) experiences through development of a collaborative continuum of care 3) Foster connected continuum of learning experiences for students to help close opportunity and achievement gaps and increase quality practices through school-OST partnerships 4) Increase partnering between programs and families to better serve children through culturally proficient family engagement 5) Understand and increase our impact and efficacy for continuous improvement through evaluation, communication and development
<b>Birth-3rd Grade Partnership</b>	Create an easily accessible, coherent system of affordable high quality early education and care that begins with prenatal care and extends through grade 3. The goal is that all children enter school ready to thrive academically, socially and emotionally and continue to do so through grade 3 and beyond. Also focuses on access to information, communication and cultural competency.	1) Increase access and affordability to early education and care services 2) Continuously improve program quality for B-grade 3 programs 3) Family engagement and support. 4) Coordinate with healthcare providers to ensure access to quality healthcare services
<b>Civic Unity</b>	To help promote fairness, equity, unity, appreciation, and mutual understanding across all people and entities in Cambridge. New group looking forward to collaborating with others.	Varies from year to year. Last year: 1) Public Dialogue 2) Promoting a culture of respect and tolerance 3) Cultural competency 4) Racism 5) Gentrification



<b>College Success Initiative</b>	Low-income graduates of CRLS, YouthBuild, and CLC Bridge to College Program graduate from post-secondary programs at the same rate as their non-low-income peers.	1) Collaboration among partners (CHA, CPSD, CRLS, non-profits, higher ed, City, DHSP) 2) College readiness - academic and non-academic 3) Parent/Family/Student Engagement and Leadership 4) Direct coaching on two college campuses
<b>Community Engagement Team</b>	To connect underserved Cambridge residents with city resources, services and events.	1) To engage underserved community members in city services and events 2) To engage underserved Cambridge Public School parents in CPS events and services 3) To educate providers about how to be more welcoming to underserved community members
<b>Domestic and Gender-Based Violence Prevention Initiative</b>	The initiative seeks to engage and mobilize Cambridge's communities, agencies and City departments to change attitudes, behaviors, policies and practices to prevent and bring attention to domestic and gender-based violence. In collaboration with community leaders, local agencies and interested citizens the initiative will develop and provide accessible, safe and relevant strategies and resources to prevent and respond to domestic violence within all communities in Cambridge.	TBD Fall, 2016
<b>El Steam Network</b>	Launched by the Agenda for Children in 2012, the EL STEAM Network's purpose is to bring people, providers, and projects together, pool resources, and collaboratively increase equitable access to, awareness of, and quality across expanded learning S T E A M (Science, Technology, Engineering, Arts, Mathematics) opportunities available to Cambridge's young people.	1) To convene quarterly meetings for providers of STEAM-themed programs that seek to engage a diverse range of young people from Cambridge. 2) To partner with the Citywide STEAM Initiative to provide leadership and guidance for the development and implementation of a strategic plan. 3) To sustain a collaborative, networked approach of building stronger ties across Cambridge's communities, city departments, universities and private sectors. 4) To support pathways and spaces for young people to participate in robust learning experiences, particularly as makers and producers. 5) To offer unique opportunities for the exchange of ideas, models and explorations between the aesthetic and technical worlds.
<b>Family Policy Council</b>	Dedicated to developing policy and program recommendations aimed at improving the quality of life for children, youth and families in the City of Cambridge. The Mayor of Cambridge serves as the Chair, and membership is comprised of key stakeholders in local government and in the community.	1) Developing recommendations addressing the opportunity gaps in Cambridge 2) Developing recommendations so that families, youth, and those who support them can easily find the activities, services and resources they are looking for in Cambridge
<b>Food and Fitness Policy Council</b>	Goal: Promote health through improving access for all residents to healthy and culturally appropriate foods and physical activity. The Cambridge Food and Fitness Policy Council catalyzes action around policies, systems, and practices that make healthy food choices and fitness options available to more people in their daily lives, especially low-income and immigrant residents. The council also serves in an advisory capacity to city departments on matters related to food and fitness policy issues.	For all residents: 1) Improve access to healthy, culturally appropriate, fresh foods, including locally grown food, with a focus on residents who have less access and limited financial resources 2) Facilitate access to food and fitness through coordination and networking among city and school department organizations and business 3) Improve access to food and fitness by facilitating education through city and school programs, organizations, business and the public.
<b>Healthy Children Task Force</b>	Coalition organized to build community capacity to address health issues affecting Cambridge children and their families, through resource, program and policy development, and education, evaluation and research.	TBD Fall, 2016

<b>Middle School Network (MSN)</b>	A project of the Agenda for Children OST Initiative, the Middle School Network (MSN) works collaboratively with all CPS upper schools and the out-of-school time (OST) providers serving middle school youth, is to ensure broad participation of middle school-age youth in quality OST experiences that foster their present and future learning and life success.	1) Convene regular networking meetings of middle school providers 2) Ensure resources are accessible to all youth equitably, eliminating barriers to participation through publication of Resource Guides, facilitation of Summer Opportunities Planning Workshops and case management of high need youth and their families 3) Collect youth OST enrollment data to understand participation trends and plan targeted support efforts 4) Create connections between school and afterschool staff to ensure needs of youth are being met 5) Ensure all 8 <sup>th</sup> graders have exposure to a variety of OST activities and opportunities to deepen skills in specific areas so they are ready to take advantage of CRLS opportunities
<b>RAY (Reaching All Youth)</b>	This collaborative provides networking, system coordination, and professional development for all agencies serving Cambridge teens.	1) Quality programming 2) Evaluating 21st skill development 3) Networking 4) Professional development
<b>Safetynet</b>	Foster positive youth development, promote mental health, support safe school and community environments, and limit youth involvement in the juvenile justice system through coordinated prevention, intervention, and diversion services for Cambridge youth and families.	Intervening early when youth show signs of trouble can reduce the risk of committing crimes in the future and help keep them on the path to success. For first time, non-serious juvenile offenders, diversion and treatment in the community is often an effective alternative to arrest.
<b>STEAM Initiative</b>	Through high quality STEAM programming, ensure all learners in Cambridge are STEM literate and possess 21st Century Skills to be successful, engaged, and responsible citizens in a rapidly changing world.	TBD Fall, 2016