

Family Partnership Program Advisory Group

Date: Tuesday, December 2, 2014

Larrabee Facility, Room 2

Time: 4:00 - 6:00pm

Bellingham Public Schools

Attendees: Kate Baehr, Rob McElroy, Kierin Lund, Michelle Kuss-Cybula, Glenn Thomas, Byron Gerard, Janet Mock, Sam Lockwood, Larisa Shuvalova, Patty Keene, and Alina Zollfrank

Topic	Discussion	Next Step
Welcome	<p>Kate Baehr, Principal of the Family Partnership Program, welcomed the Advisory Group members and thanked them for their continued commitment in the development of the Bellingham Family Partnership Program. She acknowledged the time they have devoted working to develop the program.</p> <p>Kate also reviewed our Three Charges of:</p> <ul style="list-style-type: none">• Developing a program vision and mission• Identifying the needs and interests of the Bellingham community• Recommending a starter program model and long-range plan	
Sharing Out Site Visits	<p>One of the goals of the evening was the sharing out to the Advisory Group their site visits to River HomeLink in Battle Ground, WA; Olympia Regional Learning Academy (ORLA) in Olympia, WA; and Lynden Academy in Lynden, WA.</p> <p>The members who went on the visits shared out using the following guidelines:</p> <p>What were the key points made by the spokesperson of the partnership Program? What did you see, hear, and feel about the environment of the program? What are great ideas that you feel need to be considered in our Gold Standard pursuit? What are obstacles to be identified and action taken? What are some bedrock decisions to make for our family partnership program? Identify further “look fors” on next visits?</p>	

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Site Visit Key Factors	<p>The advisory group then spent time reviewing each site visit for the key factors, advice and lessons learned and main takeaways. Notes from the initial share outs were distributed, members who had attended the site visit were divided among the groups and notes were taken. This information will be shared in the final recommendation as an appendix and will also inform some of the presentation data to the Executive Team.</p>	
Who do we hope to serve and what can we do for them?	<p>Kate shared with the advisory group the themes collected from the Public Forum on Nov. 18th.</p> <p>Our Communications and Community Relations Department sent a survey to families who have expressed interest in our program on December 2nd to gather more information of the needs and wants of how we will develop our program. The survey was informed by the input gathered at the forum. The findings will be shared and discussed at the December 16th Advisory Group meeting.</p>	A copy of the themes document will be on the website.
Making a Recommendation	<p>The Executive Team has requested a summary of the Family Partnership Program's development progress to date. Kate and Rob are compiling information for that summary that will include the process of gathering public input, process and main takeaways from the site visits, current understandings of the WACs and RCWs and a set of their recommendations.</p> <p>Kate showed the group a Project Charter Form, which will be a guideline for creating the recommendations. A work group session was agreed on for Dec. 9th, 4-6pm, at Larrabee to work on drafting the recommendation and presentation.</p>	Writing Work Group session on Dec. 9 th , 4-6pm at Larrabee
Building Tour	The Advisory Group members took a tour of the Larrabee building.	
Nuts and Bolts:	Next meeting will be on Tuesday, December 16, 2014 4:00-6:00pm at the Larrabee facility.	