



## **AGENDA**

### BOARD OF DIRECTORS OUTREACH SUB-COMMITTEE SPECIAL MEETING

**October 8, 2019 3:00pm**

CSU, Chico Bell Memorial Union (BMU) – Room 209  
West 2nd Street, Chico, CA 95928

### **Mission Statement**

Chico Country Day School provides a safe, joyful environment where all learners are inspired to achieve their personal best.

### **2019-20 CCDS Board Outreach Sub-Committee Members:**

Michele Mittman  
Jamie Clyde  
Thang Ho  
Wendy Fairon  
Tyson Anderson

1. **CALL TO ORDER & ROLL CALL (3:00pm)**
  
2. **SPECIAL SESSION**
  - 2.1 Approval of Minutes from 9/25/19
  - 2.1 Approval of Special Agenda
  
3. **SPECIAL AGENDA ITEMS**
  - 3.1 Kindergarten Faire update and next steps
  - 3.2 Outreach Coordinator Job Description
  - 3.3 Plan of action items for next meeting
  
4. **ADJOURNMENT:** Adjourn; Next Meeting TBD

### **Information, Procedures and Conduct of CCDS Board Meetings:**

#### **Student Participation:**

At the discretion of the Board Chair, students may be given priority to address items to the Board

#### **Public input on specific agenda items and those items not on the agenda:**

The CCDS Board of Directors welcomes and encourages public comments. Any person of the public desiring to speak shall be allowed to speak during public comment time and has the option of speaking once on any agenda item when it is being discussed. Speaking time shall generally be limited to three minutes, unless a longer period is permitted by the Board Chair. In the case of numerous requests to address the same item, the Board may select representatives to speak on each side of the item. Each person who addresses the Board must be first recognized by the presiding officer and give his or her name. Comments must be directed to the Board as a whole and not to individual board members or employees. The Board shall not take action or enter into discussion or dialog on any matter that is not on the meeting agenda, except as allowed by law. Items brought forth at this part of the meeting may be referred to the Administration or the Board may take the item under advisement. The matter may be placed on the agenda of a subsequent meeting for discussion or action by the Board.

**Special Needs:** If you have special needs because of a disability or you require assistance or auxiliary aids to participate in the meeting, please contact the CCDS office at 530.895.2650. CCDS will attempt to accommodate your disability.

**Copies of Agendas and Related Materials:** Materials are available at the meeting, on the website at [www.chicocountryday.org](http://www.chicocountryday.org), or in the Main office prior to the meeting @ 102 W. 11<sup>th</sup> Street, Chico, CA 95928.



## **Minutes**

**CCDS Subcommittee of the Board, Diversity and Outreach**

**Date: Wednesday, September 25, 2019**

**Time: 1:30pm**

**Location: CSU, Chico BMU 208**

**1. CALL TO ORDER & ROLL CALL:** Ho called meeting to order at 1:35pm. Attendees: Thang Ho, Michele Mittman, Jamie Clyde, Wendy Fairon, Tyson Anderson

## **2. SPECIAL SESSION**

2.1 **Approval of Special Agenda** – Ho/Mittman to approve. All in favor: Clyde, Fairon, Anderson, Ho, Mittman (5-0).

2.2 **Memorandum of Understanding with Chico Unified School District** - The MOU from CUSD was reviewed

2.3 **Development of Outreach Plan** - The group shared strategies for increasing our diversity.

2.4 **Prioritization of objectives from Outreach Plan** - Priorities set: create a Kindergarten Faire for local charter schools to attend, develop a job description for the Outreach Coordinator, continue to investigate outreach options with the goal of increased diversity.

2.5 **Plan of action items for next meeting** - Drafts of job descriptions will be gathered, set a date and location for a K Faire.

**3. ADJOURNMENT:** Ho adjourned at 2:35pm; Next meeting TBD