

DRAFT---CP ACADEMY PARENT MEETING AGENDA – September 15, 2004, 7:00 – 9:00 p.m.

@ College and Career Center at Berkeley High School

- Goal 1:** Build relationships and community among CP Academy parent leaders
- Goal 2:** Set the culture and practices to be followed by CP Academy, this year
- Goal 3:** Share values and visions for parent involvement in CP Academy
- Goal 4:** Reach consensus on the roles and responsibilities of the CP Academy Parent Council
- Goal 5:** Review past work of the Parent Council
- Goal 6:** Begin discussion of current and future work for the Parent Council
- Goal 7:** Identify parent leaders who will serve on the CP Academy Parent Council
- Goal 8:** Make plans for election of members for Leadership Council this year

Time	Topic	Activities
7:00-7:10	Introduction	Review meeting agenda and goals <ul style="list-style-type: none"> • Assign meeting roles <ul style="list-style-type: none"> --timer, recorder, process observer --check “comings and goings”
7:10-7:30	Community Building	“Paired introductions” <ul style="list-style-type: none"> --Briefly interview someone you don’t know and introduce them to the whole group
7:30- 7:45	Bridging from Last Year:	Review and share: <ul style="list-style-type: none"> • Review Community Agreements • What is the vision for parent involvement at CP Academy? • What is the structure of the Parent Council? Does this need to be adjusted or changed in any way? <ul style="list-style-type: none"> →For example, adding a “Fundraising Committee” • What are the roles & responsibilities of those on the Parent Council? • What was done last year in the Parent Council?
7:45-8:15	The Work for this Year	Review and discuss: <ul style="list-style-type: none"> • What is the work for this year? • What events would the Parent Council like to conduct this year? • Identify core members of Parent Council <ul style="list-style-type: none"> ▪ Who will commit to serve this year
8:15-8:40	Report from Leadership Council Members	Report from Meeting Last Week: <ul style="list-style-type: none"> • Provide orientation about After School Program and Grant • Identify parents who would like to assist with this effort • Make plans for electing members to serve on the Leadership Council
8:40-8:50	Next Steps	Review next steps <ul style="list-style-type: none"> -- Set next Parent Council mtg. date -- Identify focus (foci) for next meeting -- Who will volunteer to help plan next meeting?
8:50-9:00	Closure	Wrapping Up <ul style="list-style-type: none"> • Process observations • Meeting reflections <ul style="list-style-type: none"> -- Whip: <i>Did we achieve our goals? What worked for you today? What needs more work?</i> • Announcements • Adjourn