

Family and Community Engagement Meeting Minutes

Monday, November 30 2015 2:00-4:00pm
NJ Department of Education, 100 Riverview Plaza, Trenton, NJ 08625
1st floor conference room
Conference Line: 605-562-3000 Access Code 199332#

Attended: Suzanne Burnette, Jillian Parry, Grace Boswell, Kimberly Friddell, Jessica Nugent, Inge Spungen, Monique Dujue, Jessica Olivera, Corinne Linnquist, Kathy Nauta, Maley McCracken, Sharon Rawlins, Mary Remhoff, Ana Belen Angel, Carlos Avila, Dianne Malley, Brenda Tift, Sharon Budka, Kate DiMemmo, Chris Crossley, Y. Elisabeth Davidson, Paula White, Jennifer Loaiza, Manis Jean Bepitiste, Richard A. Whitten, Hazeline Pilgrim, Jessica Delgado, Brenda Tift, Shonda Laurel, Barbara Andrews, Monica Townsend, Kacey Dudly, Tanisha Garner, LaKeisha Graham, Daisy Flitcraft, Diana Cooper, and Cassandra Shellhorn.

- **Feedback from Parent Focus Groups**

1. Suzanne conducted more parent focus groups since the committee's last meeting in September. We took their feedback and made the changes to the documents.
2. Carlos held a parent focus group in Mercer County.
 - The main challenge is parent engagement (We need to think about and focus on how to get parents to come out to meetings).
3. Warren County also held a parent focus group. They incorporated the document in their general feedback session. One of the comments was to have it specific to age. (This change was made).
4. Another focus group said the similar thing. The parents wanted the document to be age specific, as well as a guide or list of resources of what to do and where to go. (The plan is to have a resource guide online for families – possibly on the DOE website).

- **Review of Tri-folds**

1. **Tri-fold – Before your baby is born**

- **Changes to Make:**

- Take the “recommended practices” wording out of the document because it is not parent friendly. Shorten the recommended practices (i.e. #1 – strong relationship).
- Move the “Early Intervention” first paragraph to be the second paragraph. Change the wording of “practice self-care” to “take care of yourself.”
- Change “Exercise” to – “Start moving!” (Give them examples i.e. walking).
- Give examples of what it means to educate yourself. For example, talking to health care provider or to someone else who has had a baby.
- Move “Get prenatal care” to the top bullet.

- **Things to Add:**
 - Add to front cover:
 - “Are you interested in helping your child be healthy and learn.”
 - “Are you thinking about starting a family soon” (use family because it is more father friendly).
 - “You are not alone.”
 - Add: The doctor will then advise you on exercise, nutrition, and how to educate self.
 - Add: “Prenatal care is important” to the first paragraph in the Early Intervention section.
 - Add the following items to the “resource list” that will be posted:
 - 211 (nation-wide)
 - County Councils
 - Federal Qualified Health Center – provide a number and link to take them to a facility (state-wide).
 - Central Intake Hubs

- **Things to Consider:**
 - Consider finding a space to move the shortened “recommended practices” inside the document, rather than having it on the cover.
 - Words need to be placed differently (in chronological order). For example, “if you are thinking of getting pregnant” should come first.
 - Consider adding information about self-love; instead of saying take care of yourself.
 - Consider adding the word “aware” because we want parents to become aware, as well as the word “prevention.”
 - Consider rewording the section “Here are some things to do first” to be more parent friendly and positive (because we do not want to make assumptions that they are not already doing these things).
 - Also, consider adding the “risk factors” and inform parents where to get help in the “Early Intervention” section.

2. Tri-fold – Parents of an Infant/Toddler

- **Changes to Make:**
 - Take out third bullet in the middle column of the tri-fold. Take out “pacifier” because of the effect it has on the child’s speech. Change to: “Have a conversation with your health care provider – he or she can give suggestions on how to calm the baby.”

- **Things to Add:**
 - Add: Read in “native language” or “language you know best.”
 - Add: “Singing” to your baby or toddler.

- **Things to Consider:**

- Consider adding “how to find a health care provider and how to find child care for your child.”

3. Tri-fold– Parents of a Preschooler

▪ Changes to Make:

- Change the title from “Preschool” to “Preschool (ages 3-5)” or “Preschool Age.”
- Change “Use direct activities, not too bossy?” to “Be clear and consistent when giving directions.”
- Change limited “screen time” to “limited TV and electronic devices.”

▪ Things to Add:

- Add how to enroll and how to find a preschool.
- Add Special Services to the tri-fold.

4. Tri-fold – Parents of a school-age child

▪ Changes to Make:

- Delete the part about www.tutor.com because it is not universally free.
- Change “volunteer for classroom party” to “ask your child’s teacher how you can help.”

▪ Things to Add:

- Add: “If your child is having trouble learning, first get help by talking to the teacher.”
- Add: “If learning problems persist, submit a request in writing to the principal of your child’s school, asking for your child to be evaluated.”
- Add: “Go to your child’s parent-teacher conferences.”
- Add: “Let your school know what you need.”
- Add SPAN, ACNJ, and other resources to the DOE list of resource that are going to be posted on the web.

▪ Things to Consider:

- Make sure bullying is listed on resource list.
- Consider rewording to be more parent friendly (currently the reading level is at a 9th grade reading level.)

• Next Steps

1. Grace will make the edits that were mentioned at the committee meeting.
2. Kim Friddell volunteered to edit and proofread the four tri-folds.
3. Once Kim is finished, Grace will send the tri-folds Gambi, who will send it to graphic artist at the NJ DOE. She will add pictures and format the tri-folds.
4. Once the graphic artist sends back the tri-folds Suzanne will send them to DFD’s Communications Department. They will try to make it more “parent-friendly.” Once

Communication Department is finished, we will bring it back to committee to finalize.

5. At our next meeting, we will discuss:
 - A distribution plan
 - Creating a resource list and title the resource list as “Know your rights.” (Add bullying and www.kangaroocrew.com to list of resources)
 - YouTube Videos, which was suggested by the parents. (Once the tri-folds are finished – parents can create a videos/modules to support these documents).
 - Tips to help get parents to come to meetings.
 - Promoting fatherhood.

6. Suzanne will contact:
 - The parents who were interested in creating a YouTube video.
 - Barbara Tkach to give a blurb concerning Special Education (619).
 - Fran Gallagher asking if they have a universal link/number.
 - Jamie Anderson concerning the “Parent Link” website and what recommendations to include in resource list.