



Coordinating Council for Children, Youth and Families

October 19, 2017 Meeting Minutes

5:15 p.m. – 7:15 p.m. 344 Broadway

Summary of Conversation Topics

- Cambridge Youth Council
- Find It – Review Marketing Materials
- Brown Bag: Cradle 2 Career Pipeline Update
- Family Engagement Pipeline and Policy

Next Steps

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

What	Who	By When
2017-2018 Meetings	All Family Policy Council members and affiliates	
○ Thursday, November 16 th Library (Curious George)		
○ Thursday, January 18 th Library (Curious George)		
○ Thursday, February 15 th 344 Broadway 2 nd fl		
○ Thursday, March 15 th 344 Broadway 2 nd fl		
○ Thursday, May 3 rd 344 Broadway 2 nd fl		

Present:

Hector Acevedo, Tina Alu, Joey Atallah, Naia Aubourg, Branville Bard, Lace Campbell, Ben Clark, Tony Clark, Sydney Down, Brenda Downing, Uma Edulbehran, Kim Goldstein, Annie Leavitt, Luba Feigenberg, Michelle Lower, Liz Hill, Claude Jacob, David Kale, Matt Nelson, Geeta Pradhan, Kenny Salim, Ellen Semonoff, Nancy Tauber, Nicole de Paz, Susan Richards, Ellen Semonoff, Joan Squeri, Tagesech Wabeto, Elaina Wolfson

Co-Chairs: Mayor E. Denise Simmons and Neal Michaels (Denise Simmons was not able to attend. Neal Michaels chaired the meeting.)

Executive Director: Nancy Tauber

Content Manager: Mike Payack

Socialize, Network and Eat

5:15 pm – 5:30 pm

5:30 Call to Order:

- Introductions and Welcome
- Adoption of Minutes (September 28, 2017 meeting)
 - David Kale moved to adopt the minutes
 - Ellen Semonoff seconded motion
 - Motion passes—minutes adopted
- Public Comment
 - None
- Announcements
 - Neal Michaels announced that Mike Payack, who has served as the Family Policy Council’s content manager, will be taking a sabbatical.
 - Mayor’s Office extended the drive to support Puerto Rico through the weekend
 - Drop off locations:
 - Saturday at the Water Dept
 - Sunday at the CPD
- Updates
 - Cambridge Youth Council Update
 - Review plan for 2017-2018
 - November 16th
 - 3pm Say Yes to Education/Weiss Institute meeting about their data system
 - 5:15pm Say Yes to Education/Weiss Institute Overview at Family Policy Council meeting
 - January 18th Family Policy Council Meeting: Learn about Forum for Youth
 - At the last meeting of the Family Policy Council agreed to make the Cradle to Career Pipeline group an official working group of the Family Policy Council.
 - C2C Pipeline will be doing a workshop at the Agenda for Children Symposium (Explain C2C Pipeline and do some activities to support the CPS District Plan Framework Goal Setting Initiative. They will start compiling a list of questions and protocols that providers could use to guide goal setting for every age group.
- Find It Update (Hector Acevedo)
 - Hector will be working with Commission for Immigrant Rights and Citizenship to ensure that services for immigrant communities are included on Find It.
 - Margaret Fuller Neighborhood House will be a Find It Here site.
 - Hector reviewed Find It Here marketing materials and ask members of the Family Policy Council to review the materials in small groups and provide feedback.
- Review City-wide Family Engagement Policy (Neal Michaels)
 - Neal provided a brief history of the development of the policy.
 - Began with discussions at the Family Policy Council 4 years ago and was adopted by the City Council in 2013.
 - Nancy asked members of the Family Policy Council to read the policy aloud (See below)

- Neal Michaels asked Nancy to provide an overview of the Community Engagement Team
- Nancy asked the members of the Family Policy Council to discuss the following questions in small groups:
 - What have you seen over the last 4 years?
 - What hopes do you have for the next 4 years?
 - What can we do to have more impact as the Family Policy Council and as individuals in our unique roles?
- Report back: What can we do?
 - Important for this initiative to not be limited to City Departments, but needs to be an initiative across the community (for instance, outreach to Nonprofits operating in the city)
 - Family engagement seems to be a challenge among nonprofits as well – it is an area of growth.
 - Make sure that families are hearing this statement as well
 - Career Paths: Help families learn about different career paths/tracks (in schools and business community)
 - How have we done? High mark on shift in belief about what it means for a family to be engaged. Our assessment of a family’s engagement may not be completely of their actual engagement.
 - Emphasized successes of Community Engagement Team
 - Importance of building trust with families at all points through the education continuum (where are gaps)
 - Inclusion and diversity is a principle at the core of family engagement.
 - Hope for more communication and connection around resources between City departments and other agencies in the city.
 - Who is actually doing the ground-level work of engaging families? Often this means going TO families. What kind of policies can we put in place to give schools the resources to do this work?
 - Maybe an outside evaluation would be beneficial 4 years after the policy was adopted.
- 1st Family Engagement Pipeline Gathering (See below for more details)
 - Describe the Gathering (background, who was invited, who attended, where it was)
 - 51 people attended
 - Describe the agenda
 - Commitment to Family Engagement – refer to commitment card
 - Sharing best practices
 - The handout (see below) was read aloud.
 - Susan Richards discussed The Consultancy Protocol (attached below)
 - Tina Alu shared the work of CEOC in more detail.
 - Problem solving using the Consultancy Protocol (refer to handout)
 - Groups discussed the gathering and did a portion of the Consultancy Protocol (refer to Consultancy Protocol handout below)

- Report back observations and aha moments
 - Many immigrant families come from a place where the schools had taken care of everything and parents were not expected to be as engaged as they are expected to be in this country
 - Mental Health is often stigmatized
 - Can we create more opportunities for the students and families set the agenda?
 - Set up opportunities for solutions within schools and communicate these opportunities to families

7:15pm

➤ Adjourn

- 2017-18 Family Policy Council Meetings:
 - November 16th Library (Curious George Room)
 - January 18th Library (Curious George)
 - February 15th (344 Broadway)
 - March 15th (344 Broadway)
 - May 3rd (344 Broadway)

FAMILY ENGAGEMENT POLICY

MAYOR DAVIS
2013

November 18,

- WHEREAS: It is a goal of the City Council to see that families are fully engaged in their children's education, health and well-being and the community; and
- WHEREAS: One of the strongest predictors of success for children and youth is engaged families; and
- WHEREAS: The city's vision of successful family engagement in Cambridge is genuine partnerships grounded in respect between families and the organizations and institutions that serve them; and
- WHEREAS: Not all families are equally engaged or have equal access to information, support and services; and
- WHEREAS: Over the last year the Coordinating Council for Children Youth and Families (a/k/a Family Policy Council) has gathered information through various means and concluded that family engagement is viewed as a priority and providers are interested in collaborating with others who serve families to overcome the barriers to effective family engagement and providers are interested in collaborating with

others who serve families to overcome the barriers to effective family engagement; and

WHEREAS: It is the shared responsibility of our community to reduce barriers and create the conditions necessary for families to be engaged; now therefore be it

RESOLVED: That it shall be the goal of the City Council to further examine strategies to support families and strengthen relationships and partnerships between families and the organizations and institutions that serve them and develop recommendations; and be it further

RESOLVED: That the City Council adopts the following goals in support of family engagement. The city government will:

- Strive to welcome all families and encourage their input regarding decisions affecting their children.
- Intentionally continue to build community and relationships between families and with families and work to ensure all families feel included.
- Promote coordination between the city services, schools and community service providers.
- Support training for service providers.
- Assure easy access for families to information, resources and services
- Evaluate the methods of outreach and engagement on a regular basis; and be it further

ORDERED: That the City Manager and the Mayor work with the Family Policy Council and its

members—including the Department of Human Services, School Department, Police Department, Public Health Department, the Library and community partners—to further the goal of developing effective city-wide family engagement.

1st Family Engagement Pipeline Gathering
October 17, 2017 3:15-5:15
La Fabrica

Effective Practices

Relationships

- Try to have a diverse staff that speak the same language, culture, and values as the families they serve.
- Help immigrant families get to know schools, teachers, curriculum, and how schools are run differently in America.
- Help/encourage immigrant families to show up for events, parents teacher conferences and explain why it is so important.
- Connect low-income and/or immigrant families with resources.

- CPD Community relations officers are visible and are creating good relationships with kids in school and in OST activities
- Try to collaborate with City, school and community partners
- Focus on housing development families. Door knocking. Friendly when see families.
- Check in with families to talk about student goals.
- Don't wait for people to come to them. Model is to go to other organizations and provide workshops where they are and where they are comfortable. Then follow up by providing individual assistance. Multilayered approach.
- Try to offer services in bundles since people have so much going on. T
- Train staff to ensure people have access to all services.
- Availability on nights and weekends.
- Language availability - 2 sets of headsets for simultaneous translation. A bit harder because of the delay.
- First have the group meet together at an event, then divide people by language.
- Provide opportunities for parents and their children to do activities together.
- Provide experiential learning for parents. Show them what their children are doing in their program.

Communication

- Call early and often. Call with good news to build trust.
- Communicate with families via Google voice text if English is not their first language.
- Texting parents if that is parent preferred method of communication.
- Social media outreach
- Flipped model of Parent-Teacher conference. Student and parent share and do most of talking. Students also share their work at the conference.
- Storytelling project for programs to share family engagement strategies that work well. Then create library of stories for service providers to reference and get ideas.
- Share information at events where families are already going to.

Events

- Many families go to the library, participate in parenting workshops, utilize babysitting offered, and kindergarteners are participating in the 1,000 books before kindergarten program.
- Drop in groups and newsletters for families.
- Go to events where families attend.
- Hosting workshops for families about their rights in school system - especially related to special education.
- Family STEAM Nights - Reach out to other organizations to come run stations at STEAM Night
- Game Night at the Towers for families.
- Parent support group at CPS school with a focus on special needs.
- Create parent panel at schools.

- Bring programs to housing developments.

Parenting

- It's helpful to recognize how hard it is to be a parent, the ideas keep changing, what works, what doesn't work. The power of parent groups works well, sharing strategies in a safe space. Reflecting on parent's own childhood and thinking about what they want to pass on and what they don't.

Partnership

- Cambridge Public Schools partnership with CET has been very successful for reaching immigrant families to help explain the difference between schools in the US and other countries. CPSD had made assumptions in the past that CET was able to help out with. For example, schools were sending home flyers and homework in the backpack and parents could not distinguish the difference between homework and flyers so they put all the homework in a separate folder. It really helped many families see the difference.
- Elementary and Upper schools meet and work together so there's a fluid transition from 5th to 6th grade.
- Middle School Network brings programs to Upper School events/curriculum nights and help kids register for programs.

Evaluation

- Self-assessment in the elementary schools on family engagement to make sure they are working within the standards.
- Analyze data of parent participation.
- "The Spot" - Donation place for families to donate to or request clothing supplies for free. Partnering with other organizations.

Consultancy Protocol

Adapted from The Consultancy Protocol developed by Gene Thompson-Grove of the Coalition of Essential Schools' National Re: Learning Faculty Program and National School Reform Faculty

Dilemma: A dilemma is a puzzle, an issue that raises questions, an idea that seems to have conceptual gaps, something about process or product that you just can't figure out. It is an issue that is about your practice, actions, behaviors, beliefs and assumptions, and not someone else's.

1. The Presenter shares a dilemma with The Group
2. The Group asks **clarifying and probing questions to better understand the dilemma**
3. The Facilitator asks Presenter to re-state his/her question for the group.
4. The Group talks with each other about the dilemma presented. Members of the group can suggest actions the Presenter might consider taking and/or work to define the issues thoroughly and objectively but does not address the presenter

directly, rather speaks to the other group members about their ideas. The Group speaks about the Presenter in the 3rd person - as though he/she is not in the room. The Presenter listens and takes notes, but does not speak. The Presenter should be open to new ideas and listen in a non-defensive manner, resisting the need to explain or react.

5. Ask Presenter to reflect on what he/she has heard and what resonated.
6. Ask The Group to reflect on what they heard and what resonated.

Example Dilemmas from the 1st Family Engagement Pipeline Gathering

1. How do we support parents so that they can create the structure and environment so that their children can do their homework? Parents might not know the content of the homework, but they can help their children.
2. How to normalize the topic of mental health with families of color? How do we begin and normalize parents asking for help around mental health issues?
3. How can we help all parents feel welcomed and included when those with more social capital/privilege tend to monopolize the meetings and agenda?

Answer the following questions:

- What assumptions seem to be operating?
- What questions does the dilemma raise for us?
- What do we think about the dilemma?
- What might we do or try if faced with a similar dilemma? What have we done in similar situations?