**Cooperative Endeavor between Humboldt County Office of Education and CMCFN**

**Jo Boaler Planning Meeting Minutes**

**May 6, 2019**

**Call to Order:** 3:30 pm

**Adjourned:** 4:30 pm

**Attendees:** Colby Smart HCOE, Dina MacDonald HCOE, Beth Baker MUSD, Gwen Neu, Maple Creek, Gloria Valdez, FHS, Reada McConnaughy NU-Humboldt Charter School

1. **Budget Report:** Colby Smart went over the budget details. Adding all costs involved, including, but not limited to, the speaker fees, facilities, food, and miscellaneous expenses (**including a $15 per person CMCFN membership fee**), we need to charge $200 per person and have at least 250 people attend.
2. **Publicity:** We need to get the word out and build excitement for this awesome opportunity.
	1. Bill Funkhouser and Beth Baker will create a flyer, which they will run through HCOE communications department for approval.
	2. Colby’s staff will distribute the flyer through HCOE courier and mailboxes.
	3. Gwen will connect the flyer with CMC-N and CMC for advertisement to the larger math community.
	4. Gwen will also email the flyer to last year’s conference attendees.
	5. Gwen, Beth or Bill will post flyer on the CMCFN website.
	6. Include “Bring Your Own Device” on flyer.
	7. Colby will open registration on the HCOE professional development website as soon as flyer is complete.
	8. Everyone needs to take on principals and superintendents; research shows a need for FIVE contacts with potential participants – flyer, email, personal conversation, advertisement, social media
3. **Post-Workshop Connections:**
	1. The committee would like this workshop to be a springboard for a year-long support of Boaler’s mathematical mindsets in the classroom. We are willing to facilitate follow-up meetings via Zoom either monthly or bi-monthly depending on the needs and desires of those wishing to participate. We would follow a PLC or NIC format.
4. **HSU units:** Gwen will contact Sheila Rocker-Heppe ser7001@humboldt.edu 707 826 3743 to ask her to set up ½ unit for the workshop.
5. **Folders of Materials:** Chandler at HCOE will prepare
	1. Graph paper
	2. Pencils
	3. Lesson materials
6. **Catering:**
	1. Costco
	2. Gloria and Ali will work with HCOE to pick up and deliver food
	3. HCOE will front the cost of food using HCOE Costco card
	4. Dina will organize food storage and prep; Gloria and Ali will help with prep.
	5. CMCFN volunteers will help with clean up.
7. **CMCFN Duties:**
	1. Everyday Hero Award
	2. Drawing for Asilomar (1-3 selected depending on funds available)
	3. Share information about the Collaboration Grant
	4. Evaluations – ask Cathy Sinnen to organize
	5. Book give-away in response to evaluations
8. **Next Meeting:** June 3, 2019 at 4 pm either in person at HERC or via Zoom

**CMCFN Meeting Minutes**

**~~Feb. 5, 2019~~**

**RESCHEDULED FOR FEB. 12, 2019**

**Call to Order:** 5:00

**Adjourned:** 5:45

**Attendees:** Gwen, Lynn, Beth B, Elizabeth

1. **President’s Report:**

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| * 1. **Recent opportunity for 2019 Conference: Full day workshop with Jo Boaler and Cathy Williams on Oct. 12, 2019:**
 | **Minutes - Beth Baker** |
| HCOE could have done this without CMCFN but they want us to be partners· Jo Boaler now charges $25,000/day, an increase of 10X what we paid two years ago· Full day workshop geared to TK – College with low floor/high ceiling activities that engage all attendees and are applicable to all grade levels; could be of interest to parents and school board members, too· Dina MacDonald and Colby Smart have been in discussion; they think $100/person with 300 people would cover expenses· I will negotiate a higher per person cost with the additional money to go to CMCFN memberships for attendees· HCOE will host at Sequoia Conference Center – details in the works **Working with HCOE on this:**· Will help us build our membership; this conference requires at least 300 attendees, all will become CMCFN members· Will help us build a relationship with HCOE for future conferences· We can devote our efforts to publicity and receive publicity in return· We can provide volunteer support (food, day of logistics, folders, etc.) | **What CMCFN can offer:**1. Email lists of all former attendees
2. Arrange catering/provide food & drink
3. Run Evaluation process
4. Flyers and save the date
5. Publicize on CMCFN Website & CMCN (all of Northern CA)
6. Prizes small & large drawings: including trips to Asilomar
7. Everyday Hero Recognition
8. Organizational volunteers with lists for lead in to- week of- and day of- conference.
9. Offer ½ unit from HSU for low fee (maybe $25?)
10. MaryAnn will get word out to NCTIP teachers from Humboldt/DelNorte
11. Offer of collaboration grant

**HCOE to provide:**1. Registration- suggest $125 per participant\*
2. Sequoia Conf. Center
3. Enlist Superintendents to serve their LCAP
4. Offer school board members free registration
5. $ 15 of reg fee to go to membership in CMCFN
6. HCOE can negotiate with HSU to see if pre service teachers will attend.
* (\*Jo Boaler [2 day PD](https://sto.stanfordtickets.org/youcubed/june#link) is $995)

Funding Suggestion: $125 x 300 = $37,500 total revenue Breakfast food and lunch catering for 300 people: = $4000 $10 CMCFN membership fee x 300  = 3000 ( Asilomar & Grants)Jo & Cathy = 25,000Incidentals/HCOE seed money for next year: $5000. |

1. **Treasurer’s Report:**
	1. **Current balance:** $4800.00 - $250 Asilomar reimbursement = **$4550** with $900.00 outstanding
	2. Transition between treasurers: Lynn will be handing the reins over to Ali. Ali has agreed to be part of planning committee that works with HCOE on Jo Boaler workshop.
	3. Voted to reimburse President $250 for trip to Asilomar 2018.
2. **CMC-N Leadership Retreat Report:** Mary Ann and Elizabeth attended the leadership retreat on Jan. 25, 2019.
	1. Homework creating and perpetuating inequity in math achievement, grades, and confidence has been a topic of interest to me (Elizabeth). The research shows that student achievement is not improved by math homework, and in some cases the inverse is true. When we look at our grade books, do we just automatically say, "Well, Jane and Joe will never get top grades in math because they never turn in any homework, and that's just the way it is?" Or can we modify the homework, give time to do it in school when there are barriers at home, or limit it to games to give skills practice while lowering math anxiety?
	2. We would like to see our council reach out to potential members in neighboring counties, especially Native American teachers, to increase our diversity and investment in addressing inequities in math education in our area. We could all brainstorm names of colleagues or department heads to whom to send personal invitations.
	3. A discussion of how CMCFN can encourage and support schools in holding Family Math Nights would perhaps reveal some ways we have done this in the past. Family Math Nights can address inequities by increasing teacher-family connections, parent involvement, and reduce resistance to common core practices. Things like providing dinner and child care, and having more than one per year, can really help involve the families we need to reach.
3. **Individual Committee Members’ Report/ Discussion Topics:**
	1. **Registration** - No need for this in 2019
	2. **Facilities - Lisa is the new facility director. Below are notes she sent as she could not attend the meeting:**

FACILITIES UPDATE:

1. I am currently waiting for the District Office to send me the paperwork for using MMS as our conference site.
2. Scott Irving wants me to wait until September to talk about technology we will need.

· This includes the microphone.

· WiFi Passwords

· Extension Cords available

• Technology setup for speaker

1. Chromebooks will not be a problem as I have access to all the carts.
2. I have sent an email to Kevin at Dows about the use of his site’s projector.
3. In September, I will ask teachers about their rooms. Until we have a better idea about presentations, I won’t know how many rooms we will need. I am assuming it will be the same rooms as last year.
4. Hot Water Kettle – notes say to buy one or ask Mary Ann. Which would you prefer?
5. I have emailed Terry Roney about Book Fair next year. I’m sure she will need to wait until closer to September to make sure she’s available for that date. If not, then I will make sure she has provided me with what I need to run it that day.
6. I am hoping that I will have use of Leadership to set up the gym the day before the conference. If not, I have a note on my calendar to gather volunteers after school to set up. Custodial help will also be necessary to gather materials.

· Long table for food

· Participant tables and chairs

· Table for speaker

· Technology for speaker

1. · 2 garbage cans / 1 recycling can
2. · Chromebook carts in rooms needed & plugged in for charging
3. I have the notes for what to do on day of as well:

· Table for sign-ups

· Make sure all lights are on

· Open bathrooms

· Put signs up for rooms, library, and bathrooms

· Clean-up

o Empty garbage cans

§ Tie up bags and leave at the West side of the multipurpose room

o Sweep where necessary in the multipurpose room

o Turn off lights in all rooms

o Lock all rooms

o Put away tables / chairs (storage room in multipurpose room)

§ Solicit help of attendees

· Purchase $10.00 Ramones gift cards for staff who allowed rooms to be used as well as the custodian. Send a Thank you to MUSD

* 1. **Breakfast** - *CMCFN will offer to be in charge of breakfast for the Jo Boaler workshop.*
	2. **Lunch** - *CMCFN will offer to take care of lunch catering.*
	3. **Publicity** - *CMCFN will offer to assist with publicity - see notes above.*
	4. **Presenters**- no need for this in 2019
	5. **Printed Program** - *CMCFN will offer to create a printed program*
	6. **Website** - (Bill)
	7. **HSU credit** - *CMCFN will offer to work with HSU for ½ unit*
	8. **Evaluations** - *CMCFN will offer to handle evaluations*
	9. **Grants** -
		1. *CMCFN will offer grants in return for a percentage of registration fee - collaboration grants and Asilomar grants*
	10. **Math Festival** - (Ken Pinkerton) Saturday, April 6, 2019. Ken is looking for volunteers.
1. Review of Officers -

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| **Office** | **Name** | **Email** | **Term Expiration** |
| **President** | Gwen Neu | glneu3@gmail.com | May 2020 |
| **Past President** | Beth Baker | bethbaker52@gmail.com |  |
| **President-Elect** |  |  |  |
| **Treasurer** | Lynn Teasley | lteasley@suddenlink.net | May 2019 |
| **Treasurer-Elect** | Alison Brewer | abrewer@fuhsdistrict.net  | May 2021 |
| **Secretary** | Lisa Klar | lklar@mckusd.org | May 2020 |