

The Matthews Committee on Education will work together with the Charlotte-Mecklenburg School (CMS) system, charter schools, private schools and home schools in Matthews to promote a strong, healthy and cooperative relationship amongst them, and to promote equal opportunities for all students who attend Matthews schools.

AGENDA
MATTHEWS COMMITTEE ON EDUCATION
Zoom Meeting
Tuesday, July 14, 2020 – 6:30 P.M.

- I. **6:30-6:35:** Call to Order & Declare Quorum
- II. **6:40-6:50:** Review and Approval of Minutes from June’s Meeting
- III. **6:55-7:10:** Update regarding subgroups (Becky)
- IV. **7:15:** Adjourn

Additional Notes:

Metrics Clean up Group (Kelly) – Meeting Link (log into once MCE adjourns)

ToM Parent Resource Guide for Schooling (Erin): Remain on Call

Agenda for Parent Resource Guide Subgroup:

- I. **7:20-7:25:** Call to Order & Declare Quorum
- II. **7:25-7:45:** Define Goals of the Resource Guide
 - a. Brainstorm of topics to cover
- III. **7:50:** Adjourn Meeting

Matthews Committee on Education (MCE)
Tuesday June 9, 2020

In attendance: Erin Ferrell-Harper, Joanna Schimizzi, Kristen Shaben, Jeff Miller, Susannah White, Jay Grymes, Becky Hawke, Kelly Morris, Adam Brooks, Dane Jackson, Jenny Reill

Absent:

6:33 – Erin called the meeting to order and declared a quorum

Members reviewed the minutes from March 10. The minutes were emailed electronically, but a 2nd review was conducted.

Erin move to approve. Kristen 2nd. Motion approved unanimously.

Committee Update – Erin

- Erin offered that this meeting is focused on brainstorming on the way the platform would appear. The following were suggestions from members:
 - Jeff Miller - keep it in Excel rather than Google Sheets
 - Becky shared that the Town of Matthews is moving away from PDFs, as they are not ADA Compliant.
 - Joanna offered that it could be possible to offer a simple overview of data and then click to go to another view to dive deeper
 - Susannah agreed that CMS has a page like this
 - Kelly offered that a lower tech version (overview) could be a simple list of school name, website, grade served
 - Adam - What is the minimal viable product?
 - Kristen suggested that it might be nice to have a paper copy to print and look at using a pen.
 - Does the Town have Google Sheets/Google products?
- What would the data look like?
 - Jeff Miller suggested by grade range, Kristen, Adam agreed.
 - Schools would be listed alphabetically in each column.
- What if a school doesn't share their data?
 - The committee agreed that we would display the Name, website, and contact info on any schools who have not submitted data. We would also give schools a chance to resubmit with a month's warning before published, and share the dates of when the spreadsheet will be updated.
- Tabs – Elementary, Middle, High school
 - If a school is all three, it will be listed on each tab.

- How do we remove barriers to accessing the data?
 - If they don't have Excel to download a copy?
 - If they don't have Google Drive, can they make a copy?
 - Becky to track down resources about Google Services, website host provider
 - Could be multiple options – Excel, website version,
- Is this going to be printable?
- To publicize – reference this website and share it with the Matthews-Mint Hill Weekly
- Kelly asked if we need to adjust timeline

- Next steps:
 - Keep cleaning up the data?
 - Joanna to look back at what's missing from the folder of schools
 - Some members may work on cleaning up data, some may work on supporting information (Q&A Resource page)
 - Task force –
 - Each task force to have a point person, check in date (somewhere in the middle, possibly 2 weeks = June 23)
 - **Data organization**
 - Adam, Kelly (point person), Jay, Joanna
 - **Q&A page (How to help you advocate for your child as needed)**
 - Erin (point person), Susannah, Jenny, Kristen, Dane
 - Opportunity to include the Town of Matthews' viewpoint of anti-racism, include questions on how to ask school leaders about the culture/climate of their school when looking for a diverse school
 - Kelly – Greatschools.org – has resources on what questions to ask as you review data

Next meetings – July 14th, August 11th

Erin Ferrell Harper – move to adjourn. Jay Grymes to 2nd. Adjourned at 7:37 pm.