

HGD-CAC Meeting Minutes for September 21, 2022

Introductions

Heather Beebe-Stevens Chair, presiding and offered opening welcome.

Members Present:

Name	Position	Name	Position
Heather Beebe-Stevens	Chair; Member at Large	Kristina Poffenroth	Agency- Lutheran Community Services-Victim Advocate and Research Associate
Casey Balzano	Chair Elect; Member at Large	Sasha Carey	Spokane County Medical Society
Luke Tolley	Secretary; Member at Large	Kristina Poffenroth	Agency- Lutheran Community Services-Victim Advocate and Research Associate
Alan Chatham	Past Chair; Member at Large	Becky Ramsey	Director, Teaching and Learning
Ashley Busch	Member at Large	Stephanie Splater	Director, Athletics & Afterschool Activities
Molly Merkle	Member at Large	Heather Bybee	Chief Academic Officer
Ian Sullivan	Agency- Odyssey Youth Movement- Executive Director	Elizabeth Ferris	Curriculum Secretary
Kirsten Duncan	Agency- Spokane Regional Health District	Roxana Cartagena	Curriculum Secretary
Laura Kolbe	Agency- Catholic Charities- CAPA	Jenny Slagle	School Board Member

1. Welcome & Introductions
2. Review minutes from May 25th, 2022 HGD CAC meeting
 - Minutes from 5/25/2022 HGD-CAC meeting reviewed.
 - Motion: Casey Balzano moves to approve the minutes as written.
 - Second: Alan Chatham seconds the motion.
 - Discussion: None
 - **Vote: (9) voting members present; Yes-(8); No-(0), Abstain-(1)**
 - Motion to approve 5/25/2022 minutes as written passes.

3. New Business

- Review of curriculum
 - SPS reviewing medical subcommittee findings of 9th grade review and will provide an update to the committee once they are reviewed.
 - The district will submit material for the committee to review and provide their feedback as needed.
 - Reviewing curriculum will be a standing agenda item.
- Medical Subcommittee
 - Last year subcommittee members reviewed the 9th grade curriculum.
 - They checked links were all still working and reviewed the accuracy of the medical data.
 - The subcommittee provided recommendations for updates to the district.
 - Casey will be leading subcommittee this year, the subcommittee will continue their review of the other grades for medical accuracy.
 - Sasha, Kirsten, and Ashley volunteered to be subcommittee members with Casey.
 - Review plan
 - Open to reviewing on one day together or reviewing on individually and coming together to share findings.
 - Next grade to review is 8th grade.
 - If you are interested in joining reach out to Casey (You do not need to have medical background.).
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- HGD-CAC Bylaw review
 - Last updated in March 2019
 - Standard practice is for bylaws to be reviewed every 3 to 5 years
 - Heather will be leading the review committee.
 - Ian, Luke, and Molly volunteered to be on review committee.
 - Once HGD-CAC committee reviews and approves the proposed updated bylaws they will go to the School Board for approval.
 - If you are interested in joining, please reach out to Heather.
- Membership/Recruitment
 - School district to confirm status of HGH-CAC agency recommendation of Index to the School Board.
 - Currently need to fill open Alternate MAL seat formerly occupied by Luke Tolley
 - HGD executive members will review applications and therefore they will not participate recruiting to remain objective.
 - Applications will be emailed to district curriculum secretary by October 21st
 - District curriculum secretary will share with HGD executive members to review.
 - District recommends putting something in district communication going out this week.
 - School district will send out information and application to parents in district communication to parents/guardians of students with deadline of October 21 to apply.
 - Heather is putting an optional demographic matrix for committee members.

- The goal is to make sure we are part we have diverse representation on the committee, which is one of the goals of the committee.
 - After HGD executive members review demographic matrix, it will be sent out to all committee members to complete if they chose.
 - Responses will go to district curriculum secretary to compile and share anonymous results.
- Meeting plan for the year
 - Executive Board would like to have some meetings in person or hybrid. Requested feedback from the rest of the committee would like to do.
 - Members gave their feedback on meeting in person.
 - One member mentioned that Member at Larger committee members are not being paid for the time they are in the meeting nor would they be paid for their expenses like parking and travel time.
 - Multiple committee members expressed they enjoyed when the committee was able to meet in person and that there might be more meeting participation if they were in person.
 - Another committee member mentioned that they liked the hybrid option to accommodate everyone.
 - Heather will work with district curriculum secretary to make sure we have everything we need to do for Hybrid meeting set up
 - Committee requested the district see if High School students can attend meetings again.

4. Old Business

N/A

5. Next Regular Meeting: Wednesday, November 16th, 2022

- 12:00-2:00pm,
- Zoom Virtual meeting/SPS Admin Building Boardrooms

Meeting adjourned at 12:34 PM. (10) voting members present including chair who presided over meeting.