

Team: Integrative Action Team (IAT)

Date: 01/21/09

Members/Designees Present: Dee C., Steve C., Justin H., Vickie H., Jackie M., Jane M., John R., Sharon R., Dianne S., Simone S., Pat W., Janan Z.

Members/Designees Absent: Jeannie B., Fran D., Vickie C.

Attendees Present: Rechell B., Rebecca C., Guy G., Michelle H., Renee H., Sue I., Gisela L., Becca S., Carolyn S., Zac T.

Goals	Key Discussion Points	Outcomes/Actions
#1 INTRODUCTIONS	Everyone introduced themselves.	
#2 APPROVAL OF PREVIOUS MINUTES	Minutes were reviewed and approved.	Minutes were approved.
Old Business		
#3 REVIEW TASK LIST	Task List Reviewed and Updated.	Tasks will be updated.
Reports		
#4 REPORTS Public Education & Social Marketing – Renee	Renee and Michelle recently had a conference call with National regarding the Social Marketing Strategic Plan. She thought our goals and evaluation outcomes were great as well as our chart. Overall, the representative from National was very pleased with the plan. New promotional items were distributed for review: Kalamazoo Wraps brochure and flier. A new one page flier has been created as well. The same information recently printed onto promotional magnets detailing where to find mental health and substance abuse	

<p>Parent Advisory Group (PAG) - Gisela</p>	<p>services was translated into Spanish and published in Nuevo Opinion and was distributed for review.</p> <p><i>Upcoming Events:</i></p> <p>April 7th - Becoming a Voice for Your Cause on April 7 with Michelle Corey. 82 officials will be invited. The meeting will start at 5:30 p.m. with an informal dinner from 6:30 – 7:30 p.m. Day care will be provided. We would like to get the word out to families, others in the field (teachers, youth, etc.) and anyone who would like to be an advocate.</p> <p>March 6th – System of Care 101 Training for Service Providers. This is an all day training held at the Fetzer Center at Western Michigan University. There will be multiple presenters and topics.</p> <p>May 8th - Children's Mental Health Day Planning Meeting. Tentatively set for the first Wednesday of the month and will be held at 432 W. Crosstown Parkway from 4:30 – 5:15 p.m. If you would like to participate, please see Renee.</p> <p>Parent Advisory Group (PAG) update</p> <ul style="list-style-type: none"> • PAG reviewed the strategic plan <ul style="list-style-type: none"> ○ Under the category <i>Strategy 4: Instruct</i>: <ul style="list-style-type: none"> ▪ 1. PAG already has the training needs set up and working on eliminating items from that portion. ONGOING ▪ 2. PAG would like to start addressing Basic Intervention training for parents after the kick off event ▪ 3. PAG is in the process of creating and implementing a recruitment plan. They will finalize the plan by Kick off event date • PAG is hosting their <i>KICK OFF</i> event March 3, 2009 <ul style="list-style-type: none"> ○ Flyer is complete and in need of distribution 	
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	<ul style="list-style-type: none"> ○ Food ○ Child supervision ○ Chair will discuss mission, strategic plan and recruitment plan ● PAG will start receiving evaluation training from Becca Sanders <ul style="list-style-type: none"> ○ A series of short snippets of informal training where she covers small evaluation topics, combined with practice on behalf of PAG members via reading the evaluation reports, and ongoing tutoring from her where they can ask questions. ○ She proposed coming every month or every other month for a while and spend 10-15 minutes fielding questions ○ She offered to generate further training needs as a group and do some relationship building at the same time with this model ○ PAG agreed to Becca's proposal ○ If Becca is available they would like to begin training on March 17, 2009 ● Kalamazoo Wraps Newsletter <ul style="list-style-type: none"> ○ Andy A., PAG chair continues to provide input for the newsletter ○ The group will work collectively to provide input for the newsletter ● Marketing <ul style="list-style-type: none"> ○ PAG would like to order Note cards that have the PAG logo to be used for thank you notes and other correspondence on behalf of PAG ○ PAG would like to order a Comment/request information box (plexi-glass with PAG logo). ● Suganya Sockalingam <ul style="list-style-type: none"> ○ PAG reviewed her recommendation ○ PAG would like to contract with Suganya for leadership training 	
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	<p>KRESA Kalamazoo Central Leadership Team Networking visit to Foreman High School - \$1,006 The Positive Behavioral Literacy & Supports Leadership Team at Kalamazoo Central is hoping to revisit Foreman High School in Chicago, IL to share PBLs implementation ideas, discuss how to overcome barriers specific to a high school setting, and identify strategies for sustainability.</p> <p>KRESA Post Cards to Support a Positive Home/School Connection - \$8,473 Requesting \$8,473 to purchase post cards, stamps and labels to support the implementation of this evidence-based practice with all Positive Behavioral Literacy & Supports schools in the county. Essentially, distribution of positive post cards home, twice a year for each student will cost \$0.50 for each child. Currently there are 39 schools, equaling 16,943 students.</p> <p>KRESA Support Acknowledgement Systems in Agency PBLs Programs - \$2,000 Requesting \$2,000 to support these organizations and the implementation of Positive Behavioral Literacy & Supports by providing each agency with \$500 to purchase start up materials and incentives.</p> <p>KRESA Green Meadow Elementary - \$200 The Leadership Team at Green Meadow is requesting \$200 for behavior incentives to supplement the items they have been able to purchase from their general budget.</p>	<p>Supported and Approved</p> <p>Supported and Approved</p> <p>Supported and Approved</p> <p>Supported and Approved</p>
<p>#6 Review of Assignments</p>	<p>Assignments reviewed.</p>	
<p>#7 Upcoming IAT Meeting</p>	<p>February 18, 2009, 3:45-4:45 p.m. at the Kalamazoo Public Schools Administration Building, Curriculum Lab Room, 1220 Howard Street, Kalamazoo.</p>	

IAT TASK LIST
January 21, 2009

Who	What	Date Assigned	Completed
Michelle H.	Send out electronic copies of future proposals to IAT members.	1/21/09	

COMPLETED TASKS

Who	What	Date Assigned	Completed
Sue I.	Check into availability of the West Main Professional Building for IAT meetings from January through April 2009. Notify IAT members & attendees of new meeting location.	12/17/08	01/21/09
Sue I.	Email new Partnership Agreement template to all IAT attendees	12/17/08	01/21/09
Sue I.	Change Gisela's table tent	11/19/08	01/21/09

For a listing of acronyms, please see: <http://kalamazoowraps.com/files/Acronyms.pdf>