



Arizona Department of Education
Empowerment Scholarship Account (ESA)
Parent Advisory Council

AGENDA

Wednesday, January 27, 2021
9:00 am to 12:00 pm

Council Facilitator: Carrie Schreiner

Council Chair: Kathy Boltz

Council Members: Tanya Brodd, Elianta De Paula, Glendaliz Felix-Wooddisse, Allison Gentala, Chauncey Hallford, Gretchen Jacobs, Vanessa Long, Angella Mundle, Kayla Svedin, Tracy Tanner

ADE Staff: Kate Wright, *Chief of Staff*; Whitney Marsh, *Deputy Chief of Staff*; Carrie Schreiner, *Operations Director and Council Facilitator*; Karla Escobar, *Deputy Associate Superintendent, ESA*; Mike Mannelly, *Associate Superintendent, Exceptional Student Services*; Debbie Yedlin, *Deputy Associate Superintendent, Data Governance*; Shannon Etz, *Data Governance Administrator*

NOTE: Order of agenda items may be subject to adjustment, as needed, by Council Facilitator.

Item #	Item of Discussion:	Speaker:
I 9:00 am	Welcome	
I. a	<ul style="list-style-type: none"> • Opening of Meeting <ul style="list-style-type: none"> ○ Discuss webinar platform ○ Review group norms 	Carrie Schreiner
II 9:05 am	Business	
II. a	<ul style="list-style-type: none"> • ClassWallet Background <ul style="list-style-type: none"> ○ ADE staff will provide the council with background information regarding the relationship between ADE, ClassWallet and the Arizona Office of the Treasurer. • ClassWallet Training Content <ul style="list-style-type: none"> ○ <u>Request of Council:</u> Review the training slides from ClassWallet and consider the following questions for discussion: <ul style="list-style-type: none"> ▪ What content should be added? ▪ What points need further clarification? • Vendor/Provider Outreach <ul style="list-style-type: none"> ○ <u>Request of Council:</u> ADE staff will discuss how the initial outreach and registration was conducted and the ongoing process. Based on your experience with ClassWallet, provide feedback on the vendor/provider registration and consider the following questions for discussion: <ul style="list-style-type: none"> ▪ How can ADE support vendor/provider registration? ▪ What additional concerns regarding vendor/provider 	Karla Escobar Mike Mannelly Kathy Boltz

	use of the platform should be addressed in the next meeting?	
II. b	<ul style="list-style-type: none"> • Outreach and Marketing <ul style="list-style-type: none"> ○ <u>Request of Council</u>: Review the outreach and marketing plan and consider the following questions for discussion: <ul style="list-style-type: none"> ▪ What are the most effective communication methods for reaching prospective families in your community? ▪ What strategies would you recommend to target marketing to your geographic location? To your child's eligibility category? 	Whitney Marsh Kathy Boltz
II. c	<ul style="list-style-type: none"> • Revisions to the Parent Handbook for SY 2021-2022 <ul style="list-style-type: none"> ○ <u>Request of Council</u>: Review proposed changes and provide input and recommendations on revisions to the 2021-2022 ESA Handbook based on the user perspective. Consider the following questions for discussion: <ul style="list-style-type: none"> ▪ What needs to be clarified in the handbook? ▪ What needs to be added to the handbook? 	Karla Escobar Mike Mannelly Kathy Boltz
III 11:15 am	External Stakeholder Comments	
III. a	<ul style="list-style-type: none"> • Speaker order: <ul style="list-style-type: none"> ○ TBD based on requests received 	Kathy Boltz
IV 11:45 am	Announcements	
IV. a	<ul style="list-style-type: none"> • Future meeting dates and items for discussion <ul style="list-style-type: none"> ○ March 2021 <ul style="list-style-type: none"> • ClassWallet transition • Assistive Technology/Associated Goods ○ May 2021 <ul style="list-style-type: none"> • ClassWallet transition ○ A poll will be distributed to find the date and time that works best for members for each meeting. 	Carrie Schreiner
V 12:00 pm	Adjourn & Close Meeting	

Group Norms:

- **Center students and their needs/concerns**
- Assume positive intent
- Let each person speak without interruption
- Maintain positive body language throughout the meeting
- Accept parent input in defining key concerns for the ESA Program
- Accept feedback without feeling the need to respond or react
- Maintain meeting notes/documentation
- Commit to the action steps/investigation the Council agrees on
- Offer constructive feedback
- Seek understanding
- Keep responses solutions focused and consider many possibilities
- Practice active listening and listen for understanding throughout the meeting
- Consider the perspectives of others in the meeting