

Farragut/ Knox County Schools Joint Education Relations Committee

Minutes from March 3, 2015

- I. The meeting was called to order by Chair Mark Littleton at 4:03 pm. Members present were Kristen Pennycuff-Trent, Mike Singletary, Carla Werner, Tony Carasso, Gary Palmer and Jennifer Hatmaker of the Town administration. Guests Alan Sloane with the Farragut Press and Alexandra Brownfield with Volunteer Knoxville were also present. A quorum was declared.
- II. Minutes from February 3, 2015 were presented but not approved due to the committee wanting to review the recording of the meeting for verification on a topic. A new draft will be submitted at the next meeting for approval.
- III. Chair Littleton asked for any additions to the agenda; none were presented. Item VI. Partners in Education Program was moved up on the agenda to item IV.
- IV. Ms. Alexandra Brownfield shared a short presentation on Volunteer Knoxville.
- V. Youth Engagement
 - a. Chair Littleton presented the Board of Mayor and Alderman's response to the presentation of the Youth Engagement Recommendation. Chair Littleton reported that the Board expressed enthusiasm about expanding the Youth Engagement to private schools.
 - b. Chair Littleton stated that the committee should work with the proper people within the schools, such as guidance counselors, civics teachers, and humanities department heads to announce and promote the program as well as advertise the program application through the Town.
 - c. Chair Littleton suggested having an applicant submit a letter of recommendation. The committee discussed who would be an acceptable referral and decided that teachers, guidance counselors, business owners, pastors/ministers, and youth leaders would be acceptable references. The committee discussed having the schools should be used to promote the program but not drive or oversee it. The selection process should occur during a special called meeting once a year with a representative from each high school, a representative from each Town committee, and a representative from the Board. Mr. Palmer suggested an Open House Kick Off meeting with school representatives and other Town committee members to discuss the program and brainstorm on how the program will be structured. Mr. Palmer agreed to look at the Town's calendar and send out dates for an Open House meeting.
 - d. Vice Chair Pennycuff-Trent stated that the process should include all students who are residents of Farragut – public, private, homeschooled, etc. Chair Littleton stated that after agreeing that the application should be submitted by the student and not a principal or school representative, and agreeing that the student should submit a letter of recommendation that is not limited to an educator as being the referral, that the selection process should be open to homeschooled students. The committee agreed that the selection process should include homeschooled students.

- e. The committee will host an Open House Kick Off meeting with school representatives, Town committee representatives, and Board representatives.
- f. Chair Littleton stated that committee members should contact the high schools to promote the program and use the Open House Kick Off meeting to present the framework for the program. Mr. Palmer agreed to email a list of all the high schools that service Farragut residents to the committee.
- g. Once Mr. Palmer emails the list of high schools, committee members will contact the private high schools to promote the program and use the Open House Kick Off meeting to present the framework for the program.
- h. Due to time constraints, the committee did not discuss communication with the Chamber of Commerce
- i. Due to time constraints, the committee did not discuss the need for a workshop

VI. Due to time restrictions the committee was not able to discuss the needs list.

VII. There were no Action Items identified.

VIII. A motion to adjourn the meeting was made by Mr. Carasso and seconded by Ms. Werner. The motion passed unanimously and there was no discussion. The meeting was adjourned at 5:11 PM. The next meeting will be held on Tuesday, April 7, 2015 at 4 PM in the Town Hall Board Room.