

## CCACE Advisory Committee Meeting



**Concord Carlisle**  
*Adult & Community Education*

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### CCACE Advisory Committee Meeting Friday, January 27, 2023 @ 11:00 am Zoom meeting

**Present: John Ballantine, Paula Casey, Claudia Feeney, Barbara Magee, Alison Pray, Steve Reznek, Jill Weintraub, Sara Wilson, Kristen Anderson**

1. December 9, 2022 minutes approved; motion made by Paula and seconded by Claudia.
2. Registration and budget numbers for FY23  
There are a lot of registrations coming in.
3. Program updates and spring planning:
  - a. Adult and continuing Education  
Adult Ed registrations continue to come in. We've had a few cancelled classes, but for the most part everything is running and our numbers are fantastic, including a few waitlists. The Village University Farming series has 56 registrations. The budget looks pretty healthy for this time of year; the monthly numbers for adult ed look good.  
Spring planning should be finalized by February 1st. The catalog (which covers April, May and June) will go to the printer in a couple of weeks and should be available by March 1st. We're offering a lot of outdoor programs in the spring.... there are a whole bunch of walking programs: one zoom class on the history of the hike - and then going out on the hike; birding classes; forest bathing with Be Well Be Here; tours and fitness walks. Jill stated that we start to lose peoples' attention as the weather gets better, which is why we don't offer adult classes in the summer... people just don't sign up.  
Armchair Travel: Claudia mentioned that a presenter cancelled due to a family trip. Claudia's sister is presenting a program on Lebanon and a friend is doing one on Greece. We have India and Africa programs coming up. Zoom has made it easy to attract people from all over the country. The last Armchair Travel presentation is March 20th, which historically is when we wrap it up for the year. Claudia said she will start recruiting in March for next year. It's helpful that it's marketed on the CCACE website and spring catalog. Steve was hoping that we could find speakers via Consuls and travel organizations, but he's been unsuccessful. A discussion ensued in offering an evening of travel options: cruises, hiking trips, educational (cooking, language, art, etc) or finding a YouTube tour of different cities that we could use as a fill-in if we have open dates. Also exploring student trips... there are several student trips in all areas of curriculum such as chorus/band, language, math and biology departments. Kristen will send Claudia some information on the CCHS planned trips. If anyone else on the committee has some thoughts please forward them to Claudia
  - b. Drivers Ed  
More registrations are coming in for Drivers Ed. We are putting together the summer dates which will be posted soon. There are a few openings in our February break Drivers Ed class, and we expect those spots will be filled.

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c. ISMCC

Winter/spring semester for IMSCC is officially underway with a handful of families who haven't paid their invoices. We've lost a couple of families, but equally matched with new families coming in.

4. ELL

We were supposed to have an orientation session for new students on Wednesday night which was cancelled due to inclement weather. Our beginner class got started last night with a returning group of students. Everyone else will start on Monday with a short orientation beforehand so we can figure out levels. We've had quite a flurry of new applicants (mostly local) in the last few weeks, and are hoping they all show up next week. Hopefully we will have sufficient funds to help those in need. The goal is to have 85 to 90% scholarship for the ELL program.

5. Grants

We've received two Emerson Hospital grants:

- a. CHNA15 Grant of \$2,000 to fund speakers for the Parent Education program.
- b. Emerson Health Community Benefit Grant of \$3,000 towards our ELL program that will be applied to the summer/fall 2023.
- c. Community Chest Grants. We submitted 2 requests and should find out sometime in May following meetings with allocations committee.  
The first one is our usual scholarship request. We did increase our ask from \$10,000 to \$15,000 in part to cover our ELL scholarships.  
We also put in a separate grant request of \$15,000 for the Parent Education programs.

Jill is working on more ELL grants. We are only able to apply for the grant we received from Middlesex Savings Bank every-other-year, therefore we are unable to apply for that next year. However Jill has found a few other potential options that look good: Dollar General has an application that we will be submitting next week with a \$10,000 request which is their maximum amount. There are a couple of others that may help supplement in case these don't come through. We are looking at Cambridge Trust and Cambridge Savings. Up until recently the majority of grant money went to scholarships. As we started the ELL program and took over the Center for Parents and Teachers, we have increased the need for grants. The programs at the Center for Parent and Teachers were fully funded by grants. As they come under our umbrella we are trying to make those programs fully sustaining. We are charging tuition for those programs and trying to balance what to charge for the programs and the level of speakers we bring in. There's a range of teacher expenses.

6. Advisory Committee description

There were a lot of interesting thoughts from the committee responses as to what people could or should be contributing to the CCACE Advisory Committee especially as we start to recruit new members. Jill edited the responses. (See below)

Discussion ensued where each member of the committee might take on specific tasks or rolls, perhaps taking ownership of a project. As people take on roles they have the opportunity in shaping who we are as an organization....defining who we are and what we are looking for as we start recruiting new members. Jill emphasized that the Can We Talk Program was born out of this committee.

Next meeting: Friday March 3rd at 11:00

Meeting adjourned 11:55

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### Advisory Committee impact and feedback

- New members: it would always be helpful to find someone who has pre-school or school-age children for a different perspective and to round-out the membership.
  - Approach the PTG's to see if there is someone from their community who might be a possible fit?
  - Having a member who is a professor adds insight that we benefited from with Carol, John and Marla on the committee.
  - There are also a number of people in our community who are newly retired with a wealth of experience and probably time to commit.
  - Approaching the private schools for a member of their faculty or administration?
- CCACE's purpose is to inspire joy and nurture passion. The members of the advisory board have and will continue to feel they have made a contribution in many ways. Three of these are by suggesting topics, helping to find excellent candidates to teach our courses and suggesting ways that our programs can find a wider audiences.
- RSC Liaison can contribute a linkage to the schools and Carlisle
- New members can contribute local connections to spread the word about events and bring back input about what the community might like that is new.
- Many boards required annual membership contributions of time and money.
  - Proposal: Annually, in addition to responsibilities already established, board members donate at least \$250; pay for and attend at least one CCACE class; and attend at least two free CCACE classes, such as Armchair Travel.
- Being on the board was particularly helpful to me as a newcomer to Concord.
  - Proposal: Include at least one Concord or Carlisle newcomer (moved into the area in the last two years) on the board or invite newcomers to attend a class of their choice for free. Perhaps newcomers could be identified via property sales, though you probably know a better way.
- Expanding into new areas/activities has been invigorating, and you are already doing so well in this dimension. I proposed a new undertaking (and new expenses!), interactive drama for Unconscious Bias series, and you were brave in taking the risk. And made it work! Your ESL initiative is brilliant!
  - Proposal: Annually each board member submits a brief statement (3-5 sentences) summarizing their contribution.
- I can contribute personally is experience as a parent of school-aged children (1st grade through high school). I have children ages 6-15, with my oldest about to avail himself of Driver's Education, so we have a lot of interest in activities for this age group, and for parenting this group. Two of my children, as well as myself, are involved with ISMCC as well.
  - Awareness of challenges that children (and people in general) who are neurodiverse can face.
  - Also awareness of the needs of the elder members of our community--medical, emotional and social. Role of Council on Aging and an interest in supplementing the programs that are available to members of the community who may not have as much motivation (or ability) to physically go do things with others but still want to feel connected with their community and the world in general.
- All members bring differing experiences and points of view. It is great to have people who have grown up or spent a long time in this area and are familiar with the community, and it is equally wonderful to have people who are newer to to the area and can share experiences of

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areas they have lived in or seen, what was wonderful there, what wasn't--what worked well the community, what didn't. It is useful to have members from every stage of life--young people who are interested in exploring the community and what it has to offer, those with families of all sizes and ages, since everything from preparing to welcome a child to sending that child off to college is a huge experience that's easier to navigate with resources), those who are not in the throes of family--since it is important to focus on enriching and enjoying oneself, and those who have had more opportunity to do that can share a wealth of information. It's important to understand the needs and desires of every part of the population and the best ways to reach them, so a connection with the elder population in any way, shape or form is helpful since this is the population who may have the most difficult time with technology and mobility, but an incredibly strong need for social connection--as well as assistance with general life issues like medicare (or any health insurance), taxes, driving etc. Members with different interests and or careers are wonderful--financial, artistic, technical, various skill sets or areas of expertise.