



MEETING NOTES

Region 19 Family Council Meeting

Location: 800 Roosevelt Road, Glen Ellyn/Zoom

Date & Time: November 17, 2022, 6:00 to 8:00 pm

6:10 pm: Welcome & Introductions of Birth to Five Illinois Region 19 Team (20 minutes)

Notes:

- Claudia Langoni, FACE Specialist, introduced herself and welcomed everyone.
- Meeting goals reviewed.
- Meeting clarifications: Meetings will be offered in person and virtually via zoom. Meetings are closed to the outside public; however, meetings will be recorded for internal purposes.
- Region 19 Team introduced themselves and shared a little about their families.

Decisions made: N/A

Next Steps: N/A

6:30 pm: Introductions of Family Council Members (10 minutes)

Notes:

- Family Council members introduced themselves and shared about their family, where they live, and why it is important to them to be on the Family Council.

Decisions made: N/A

Next Steps: N/A

6:40 pm: What is Birth to Five Illinois Presentation (15 minutes)

Notes:

- Mission and Vision Overview
- Discussion around how are you reimagining the Early Childhood Education and care system in your community.

Decisions made: N/A

Next Steps: N/A



6:55 pm: Discuss Roles & Responsibilities of the Family Council (17 minutes)

Notes:

- Family Council will share the needs of the families and ideas to improve programs and services. Provide feedback to the Region 19 Action Council and advocate for family needs.
- The goal is to advocate for family voices and get the necessary changes made.
- Family Council commitment is 1-2 years for 1-2 hours a month either hybrid or in-person.
- A quarterly stipend of \$125 will be provided to Family Council members. The first payment will be issued in December.
- Although attendance is not going to be taken, we ask Family Council members to participate in at least one of the meetings.
- Family Council roles & responsibilities reviewed.

Decisions made: N/A

Next Steps:

- Family Council members will review and sign the Family Council Stipend Agreement and send it back to Claudia.

7:12 pm: Establish Community Agreements (13 minutes)

Notes:

- The goal of the community agreements is to establish a mutual understanding for all members to abide by.
- Family Councils' mutual agreements may look different than others, and that is okay.

Decisions made:

- Family Council members decided on their community agreement.

Next Steps:

- One pager of the agreed community agreement will be completed and shared with Family Council Members.

7:25 pm: Meeting Schedule & Accommodations (18 minutes)

Notes:

- Meetings will be twice a month after December 2022.



- Future meetings will be more of members discussing topics and the team facilitating.
- A link to a shared Google Drive will be sent to all members. In the Google Drive, Family Council members will find relevant documents such as agendas, meeting notes, and data information.
- Before every meeting, a Google Form will be shared with specific topics and questions to consider ahead of time. These links can be shared with friends and family, we would love input from others/ the community.
- It is encouraged for Family Council Members to fill out the Google Form if they are not able to attend the meetings so that their input is shared.

Decisions made:

- Family Members mutually agreed on Tuesdays 6:00 -8:00 pm for future Family Council Meetings.

Next Steps:

- Meeting Notes, Google form, and Google shared drive will be shared with Family Council Members.

7:43 pm: Questions (5 minutes)

Notes:

- Reminder app is something Birth to Five Illinois is looking into to communicate with Family Council members. More information to come.

Decisions made: N/A

Next Steps: N/A

Follow-up/Next Steps:

- A photo release form will be sent to all Family Council members. If members consent, we ask for that form to be returned to Claudia.
- Family Council members will review and sign the Family Council Stipend Agreement.
- One pager of the agreed Community Agreement will be created and shared with Family Council Members.
- Meeting Notes, Google form, and Google shared drive will be shared to all Family Council Members.