

A9CC - Educational Access Committee

Area 9 Cable Council, 17 Crawford Road, Westport, CT 06880 | <http://edaccess.a9cc.org/>

To: A9CC Ed Access Committee Members **Date:** September 8, 2014
From: Jennifer Cirino, Acting Secretary
Re: Minutes of Meeting (September 8, 2014)

ATTENDANCE: (yellow highlight & asterisk(*) = present)

| TOWN | Member(s) |
|--------------------------|------------------|
| Darien: | Ivan Crowther* |
| Easton/Redding: | TBD |
| Greenwich: | Susan Morris* |
| Greenwich /Sacred Heart: | Karl Haeseler* |
| NCC: | Stoney Duren |
| New Canaan: | Roman Cebulski* |
| Weston: | Erik Haakonsen |
| Westport: | Jennifer Cirino* |
| Wilton: | Ken Boehm |
| Cablevision: | Jennifer Young |

RC called the A9CC Ed Access Meeting to order at 1:47pm. 4 towns were represented (5 districts).

Minutes from 6/2/14 approved (with no corrections). Motion by Ivan Crowther; seconded by Karl.

1. 2014-2015 Ed Access Board Leadership Roles

- a. President - Roman and Jenn will continue to act as co-chairs of the group.
- b. Treasurer - Karl will serve as acting treasurer for the group.
 - i. Create a shared Google Sheet with a running tally of on.
 - ii. Jenn motion to nominate Karl as acting treasurer. Susan seconded.
Motion accepted.
- c. Secretary - Take turns with each town taking minutes for each meeting

2. Ed Access Committee Member Responsibilities

- a. Attendance, Participation, Membership
- b. Membership
 - i. Should try to get more involvement from towns/districts that do not have representation.
 - ii. If you're going to benefit from grant money, there is an expectation of involvement in this.
 1. Possibly state that to receive grant money you need to be present for "x" number of meetings.

2. Karl - motion that for a grant to be considered, you need to be an "active" member of the Ed Access committee.
 - a. Active membership entails:
 - i. 50% attendance at Ed Access meetings of a representative from your school district
 - ii. Active participation in the committee such as:
 1. Leadership Roles
 2. Awards committee work
 3. Tech Corner / Curriculum Shares
 - iii. If attend less than 50% and are not active, then future grants may be denied.
 - b. Susan seconded.
 - c. Motion accepted.
3. Area Nine area:
 - a. Darien, Easton, Greenwich, New Canaan, Norwalk, Redding, Stamford, Weston, Westport, & Wilton CT
 - b. Draft a letter to the superintendents about the money that is available for grants, let them know that the committee exists and how we can support them.
 - iii. Could we explore virtual meetings for other than grant request approvals.
 - iv. Explore moving meeting locations between participating towns/schools.

3. Grant Procedures

- a. Government Committee
 - i. Wants to continue with the multiple rounds of grants.
 - ii. An additional \$25,000 will be used to purchase direct equipment for everyone in the full council.
 - iii. The deadline to apply for grants is prior to the October 14th Government meeting.
 1. Need to submit the educational grant by our Oct 6th meeting for the first round.
 - iv. Operational expenses has risen to \$2,500 from \$2,000.
- b. Grant Procedures
 - i. There are three forms that must be completed to receive a grant:
 1. Grant Request (requires Administrator signature, email as WORD document to Treasurer)
 2. Grant Voucher (simple form that you fill out to verify the total amount of check requested and address where it will be sent)
 3. Grant Report (compile all invoices and receipts from purchases and note any differences in price or items purchased from what was requested)

- ii. Additional instructions are listed within the form documents themselves; forms can be downloaded from the A9CC website:
<http://a9cc.org/forms.htm>

4. 2014 Education Grant Requests

- a. Convent of Sacred Heart - Karl - had submitted his grant request in April. Check with Hal on status of full A9CC approval. If not already approved, need to be voted on during the October 10th A9CC full meeting.
- b. New Canaan - Roman
 - i. Applying for \$2,500 for operational expenses.
 - ii. Question regarding if you can split the first round grant into two first round requests.
 - iii. Karl motion to approve NC grant part 1; Ivan seconded. Motion accepted.

5. 2014 AAA Contest Debrief

- a. Table discussion until the next meeting.
- b. Check if Ellyn can attend physically or virtually.
- c. Come with thoughts and comments from last year's contest.

6. Tech Corner

- a. GoPro mounts - Roman
 - i. Roman brought in and showed various GoPro mounts purchased from B&H.
 - ii. Handlebar, helmet, frame, flex clamp, an LCD Display (with underwater case attachment), etc.
- b. Rode Shotgun Mic - Videomic Go

7. Upcoming Meetings/Next Meeting

- a. Set the calendar of meetings for the remainder of the school year
 - i. Mon, October 6th
 - ii. Mon, November 3rd
 - iii. Mon, December 1st
 - iv. Mon, January 5th
 - v. Mon, February 2nd
 - vi. Mon, March 2nd
 - vii. Mon, April 6th
 - viii. Mon, May 4th
 - ix. May - TBD - Voting Day
 - x. Mon, June 1st
- b. **Next meeting:** October 6, 2014 at Cablevision in Norwalk.

Motion to adjourn by Ivan; Roman seconded.

Meeting adjourned at 3:04 pm.

Respectfully submitted,

Jennifer Cirino
Acting Secretary