

2016 CISC Leadership Symposium
 PLANNING COMMITTEE MEETING AGENDA
 Sep 16, 2015 | 1pm-4pm | Sacramento COE, Conf. Room B, 1st Floor

Topics	Notes	Person
Welcome	Hilma's flight cancelled; Carmen's flight delayed (no power).	Angelica
Pre-con Update	CUE = Inspiring Educational Leaders Long history of producing events since 1979. Pre-conference will include student TED-like talks between 10am and 2pm. In addition, there will be a student film festival on Wednesday evening. CUE will host RockStar for administrator session as a strand on Thu and Fri.	CUE
Speaker's Update	Student voice videos will play before each keynote speaker. Photos or short video clips from across the state thanking leaders. Email to follow. (Waiting for technical details from technology folks.) John Hattie, Pedro Noguera, Sal Khan – confirmed. Bernard Kinsey, Laurie Olsen – contract requests submitted Featured speakers – in theatre, or in larger rooms with breakouts going on at the same time? If in theatre, committee members will have to usher to make sure all attendees can be seated. Consensus: don't have them "compete" against each other. Considering El Nino, schedule them in larger rooms (not in theatre). Breakout sessions: if there's a dynamic speaker that wants to be paid, contact Angelica.	Angelica
Subcommittee Updates		
• Breakout Sessions	RFP went out. 9 applications (yay for the online submission document) Deadline is Oct 16. Subcommittee will select presenters by Oct 22. Presenters will be notified by Oct 28. Feel free to contact folks who will bring value. Asked for new teacher support strand (Thu and Fri) – induction and support, pipeline. Might open attendance to HR.	Melissa

2016 CISC Leadership Symposium
 PLANNING COMMITTEE MEETING AGENDA

Sep 16, 2015 | 1pm-4pm | Sacramento COE, Conf. Room B, 1st Floor

<p>• Hospitality (committee dinner location)</p>	<p>Café Fina (on the wharf) within walking distance of all hotels</p>	<p>Kitty</p>
<p>• Maker Space</p>	<p>Partnership with AutoDesk (Pier 9, SF) Maker Space/FabLab – in-kind sponsor. Will bring everything for the maker space, no charge. Will be unveiling tools for educators to use in schools. Tiny Bits – little kits for students who are interested in, for example, engineering. Hoping to get exposure to CA. Communicating with MicroSoft – computers (Chrome Books, etc.) with teachers to give demos. Cisco – want to participate at no charge, trying to determine what that will look like. Charging stations? Verizon, etc., will also provide charging stations at no charge. Angelica has emailed Verizon; no answer yet. SIGNAGE: have logistics of what’s needed (due to facility tour). Make sure Hilma is updated re: any signs that are needed. Possibilities: local students to give directions. County Visitor’s Bureau can provide people (no charge) for assistance (directions, check-in, information).</p>	<p>Cecilio</p>
<p>• Signage/Logistics</p>	<p>Everything is coming along; recent facility visit gave a better idea of what will be needed.</p>	<p>Hilma</p>
<p>• Sponsorships</p>	<p>Good news: EduPlanet21 \$2,500 (yay!) Benchmark Education and SchoolCity are possibilities. Derrick Guzman volunteered to assist and has offered some ideas. Suggestion: rather than a 2-minute “mini-presentation” – slide, signs, etc. for sponsorship of lunch or . . . Derrick mentioned PG&E; Kitty – Learn for Life Charter Schools</p>	<p>Yee</p>
<p>• School Visitations/Student Involvement</p>	<p>Michael is from Monterey County; has contacts and is in the process of scheduling calls re: details. District or MCOE to sponsor bus (if not within walking distance). Student entertainment? Before</p>	<p>Michael/Frank</p>

2016 CISC Leadership Symposium
 PLANNING COMMITTEE MEETING AGENDA

Sep 16, 2015 | 1pm-4pm | Sacramento COE, Conf. Room B, 1st Floor

	keynotes? Carmel or Pacific Grove are good sources. See CUE – re: student entertainment (technology). Quick demos?	
<ul style="list-style-type: none"> • Website and App 	Website is up. Keeping analytics. App will be ready. App: ability to create a personal agenda and push our surveys. What are other things you would like the app to do? Download schedule? How specific will surveys be – by presenter? By day? Google form each day? Wed night? Thu end of day? Drop-down of breakouts? Handouts or resources pre-loaded? (P.S. It <u>can</u> be done.) Select session and add to Outlook? Or on schedule? Map of venues? As you check in, adding people to the app. Any other ideas? Email us, please.	Angelica
<ul style="list-style-type: none"> • Registration Update (registration current status/timeline/waiting list) 	608 yesterday, 651 today. Do we need to hold spots for CDE? No. Contract with Casa Munras for 25 rooms (\$129). Hotel Pacific still has space. Can still get government rate at Hilton Garden Inn. Not walking distance (parking \$5-\$7 per day). Stephany is sending hotel information along with inquiries for reg codes. Payments are coming in. Zero complaints about not accepting POs. Weekly reports will soon include “balance due” for registrants. Finally got decent quote for pre-printing design on badges. Agendas will be pre-printed on reverse. Badges will be printed on demand as people check in with iPads. QR code on front will enable people to be counted with smartphones in breakout sessions. QR code on reverse could link attendees directly to app.	Stephany
<ul style="list-style-type: none"> • Committee Wear Options/Sizes 	NorCal Logos has provided samples in order for us to determine what size vest you will need. Please indicate on the sheet which size (e.g., Ladies M) you will need. Vests will be delivered either at the November or	Angelica

2016 CISC Leadership Symposium
 PLANNING COMMITTEE MEETING AGENDA
 Sep 16, 2015 | 1pm-4pm | Sacramento COE, Conf. Room B, 1st Floor

	January in-person meeting.	
October Meeting	Hopefully will have a good idea about breakout presenters – who has submitted an application, what subject area, etc. May be able to start planning who will present in what room(s).	Angelica
CISC Nanny	Current chair: provides staff, resources, etc. Past chair: (in recovery) provides history, knowledge, etc. CISC Nanny/Manny: takes burden of nuts & bolts of working with hotel, working through hotel contracts. Since we tend to use same venues, this person has the historical knowledge of details. Looking ahead, taking hotel contracts away for the chair and registration, this position assists in easing the workload. Another chunk of this work is the Breakout Committee who selects breakout presenters, schedules them into the available rooms, etc. As hotels fill up, decisions about adding or saving room is Chair, Incoming Chair and Nanny’s responsibility. Incoming chair? Stay tuned. . .	Kitty
OTHER	Superintendents needed for Pedro Noguera’s facilitated panel on last day.	

UPCOMING MEETINGS

DATE	TIME	IN-PERSON or CONF. CALL?	DETAILS
Oct 14, 2015	1-3pm	Conference call	https://global.gotomeeting.com/join/547569293 Join: 1-408-501-7418
Nov 18, 2015	1-4pm	In-person	Sacramento COE
Dec 9, 2015	1-3pm	Conference call	https://global.gotomeeting.com/join/149044893 Join: 1-408-501-7418
Jan 27, 2016	1-4pm	In-person	Sacramento COE
Feb 23, 2016	1-3pm	In-person	Monterey