

Meeting Minutes - August 26, 2016
Safe and Healthy Students Coalition
Minnechaug High School IRC

12 Attendees: Amy Bostian – HWRSD TWB Principal, Teri Brand - HWRSD Nurse Leader, Natalie Cooney - Student, Ruth DiCristoforo – Coalition Coordinator, Kathy Fuss – Wilbraham Junior Woman’s Club, Susan Gibson – Interim Minister Wilbraham United Church, Gail Gramarossa – Public Health consultant, Rachel Hapgood – Wilbraham Public Library Teen Librarian, Gina Kahn – Coalition Director, Marianna Litovich- Coalition Communication Coordinator, Alex Manseau – MRHS Alumni, Michael Roy – HWRSD Athletics Director

I. Welcome Back

A. Staff Announcements

New Superintendent -Albert G. Ganem, Jr.
New Drug Free Communities Federal Project Officer – Dan Fletcher
New Coordinator – Ruth DiCristoforo
New Communications Coordinator – Marianna Litovich

B. Updates – Gina Kahn

1. Youth Mental Health First Aid Program

Discussion: A community training was held 8/9/2016 at Minnechaug High School by certified instructors Jeanne Westcott and Cindy Milner with 14 adults in attendance including school employees, community psychologist, minister, school committee member, and Mental Health support organization staff. The AWARE grant has been extended through July, 2017 which will allow us to conduct a minimum of 6 additional trainings. Upcoming programs will be scheduled with a focus on attracting parents/guardians to the program. Brainstorming ways to reach parents/guardians included: athletic events, open house, faith organization, senior center, Mental Health and library.

Follow Up/ Further Action: **Members were asked to think about how to reach the parent/guardian audience in their particular sector and share their ideas at the next meeting. We are also able to conduct targeted trainings for 10 or more participants so a specific training for an organization or group can be easily arranged.**

2. Stop – Act Grant

Discussion: The grant status is still pending from SAMHSA. However, recently they requested additional information which seems to indicate we are in the final running for potentially receiving the funding.

Follow Up/ Further Action: **Gina will inform members of any changes in the status of the funding.**

UPDATE 9/7/16—WE GOT THE GRANT!! MORE INFORMATION WILL BE PROVIDED AT OUR NEXT MEETING ON 9/16!!

3. Drug Free Community Interim Report

Discussion: The interim report has been submitted by Gina including a required assessment of the coalition.

Follow-Up/ Further Action: There is a Coalition Assessment Tool that is submitted annually as part of the DFC reporting. Feedback from members will be collected during upcoming meetings to help assess the coalition’s progress from a group perspective, and to be ready for the next round of reporting.

C. Upcoming Events – Ruth DiCristoforo

1. District Open Houses - See Safe and Healthy Students Coalition Planner 2016-2017 for dates

Discussion: Ideas for Open House included setting up an information table, developing a coalition brochure/flyer, asking the principals for 5 minutes of “speaking time with the middle school and high school audience”, purchasing a table skirt, wall banner, playing the CADCA video on a loop on the table or playing the video for the audience and having resources on hand to advertise for Dr. Madras 10/12/16 event, promote awareness about YMHFA schedule and distributing parent resources relative to the audience.

Follow Up/ Further Action: Gina will contact principals about our presence at Open House. After this discussion we will work on decisions and what resources are needed to participate in the open houses.

2. The Safe and Healthy Students Coalition Meeting Planner 2016-2017 - proposed

Discussion: A suggestion was made to change the meeting week to the third Friday of the month (excluding December) during the school year, 1p.m. – 2:30 p.m. and to rotate the meeting location around different locations throughout Hampden and Wilbraham to help the coalition become more visible in the community. Proposed venues included IRC at MRHS, TWB, Wilbraham Library, Rice Farm, YMCA, Kids Village, Wilbraham United Church, Wilbraham Police Station, Wilbraham Senior Center, and Hampden Senior Center.

Follow Up/ Further Action: **The following meeting dates, times and locations are proposed:**

- 9/16/2016** (Confirmed) Community Room at Kids Village Wilbraham
Arranged with help from Diane Murray, Rick's Place Director
- 10/21/2016** (Tentative) Rice Farm Wilbraham
Arranged with help from Natalie Cooney, MRHS student
- 11/18/2016** (Confirmed) Wilbraham Public Library – Brooks Room
Arranged with help from: Rachel Hapgood, Wilbraham Public Library
Teen Librarian

Additional locations are needed for January – June 2017—do you have a location to offer?

2. Ready or Not Grade 9 program update

Discussion: The high school principal expressed interest in repeating this program for the current 9th grade, but time is running short not sure that we will be able to fit this in as a fall activity. Members discussed the benefit of having this program in the spring prior to 9th grade instead of the beginning of grade 9. Ideas for reaching out to parents during this program included distribution of parent resources, playing of the CADCA video, awareness about YMHFA, Lifeline Parent Training.

Follow Up/ Further Action: Gina will contact High School Principal Steve Hale to discuss feasibility of program and scheduling for this year. After this discussion the coalition will determine best way to support this effort, potentially gearing up for spring session instead.

3. Dr. Bertha Madras – 10/12/2016 Parent Education Program

Discussion: Overall members did not support the ticketing of this event through the online vendor Eventbrite or the awarding of incentives to students who attend with an adult. Members suggested a free raffle with door prizes and childcare may boost attendance. Advertising strategies included HWRSD District Page and Calendar, Ed Line, local papers (The Times and Springfield Republican), bulletin boards throughout the community, via athletic department, Town Recreation Email , Public Access TV. Volunteers were requested for the night of the event. Parent resources and a program evaluation tool were discussed. Admission to students was suggested from grade 9 with a parent/guardian.

Follow Up/ Further Action: Ruth will revise the flyer.

Gina will work on a Save the Date for the HWRSD website with links to Resources and Edline.

Kathy Fuss will check with Wilbraham Junior Women’s Club for volunteers.

Mike Roy will check with Recreation department about Emails for flyer distribution.

Coalition staff will meet to further discuss detailed strategies and a timeline for continued planning of this event.

Members will be contacted by follow up Email for assistance/feedback.

II. Communication – Marianna Litovich

A. Newsletter

Discussion: A draft of the very first quarterly coalition newsletter was distributed. This newsletter will provide a template for future newsletters.

Follow Up/ Further Action: Prior to the first publication the newsletter will be edited for time sensitive content (meeting dates, etc.) and any program information that has changed.

B. Website

Discussion: Coalitions in Northampton and Greenfield have independent websites and other coalitions are directly link to a school website. No decision was made about what is best for our coalition at this time, but we recognize that we need more information about what involved to set up an independent website presence.

Follow Up/ Further Action: To continue the research Marianna will obtain quotes from 2 vendors that would potentially launch the website, and provide a summary of 3 options for a website (2 independent and 1 linked to HWRSD), including price, benefits and drawbacks for each choice. Members will make a decision about the website. In the meantime, we will continue to use all currently available routes—information posted on our partners websites/media/bulletin boards/newsletters, current District website, etc.

C. Name Change/Logo

Discussion: The name of the “best kept secret in Town”, our coalition is up for a potential overhaul. The name will drive the much needed “logo” and all marketing material, including the website.

Follow Up/ Further Action: Members were asked to return next meeting with their ideas for a name and logo, and staff will do some research on names that are used by other community coalitions.

Marianna will develop ideas for a logo contest including working with high school youth and outside vendors.

III. Partners in Prevention June 10, 2016 Review & Activity – Gail Gamarossa

This activity was not conducted due to time constraints. It will be our priority activity for our September meeting.

IV. Attached Documents

Coalition Meeting Calendar with Open House Dates

Revised Madras Flyer for HWRSD website

Coalition Description for Name Change and Logo feedback

V. Next Meeting: Friday 9/16/2016

Community Room at Kids Village Wilbraham

Arranged with help from Diane Murray, Rick's Place Director

1 p.m. to 2:30 p.m.