



**Minutes  
Village of Arlington Heights  
Youth Commission  
Village Hall  
33 S. Arlington Heights Rd.  
Commissions Room  
January 16, 2025  
6:00 PM**

**I. CALL TO ORDER**

Chair Son called the meeting to order at 6:07 p.m. All stood for the Pledge of Allegiance.

**II. ROLL CALL**

**Present**

Alice Son, Chair

Matt Healy

Chyrel Moore

Colin Smith

Sydney Galla

Michael Bauer

Riley Phillips

Christopher Wong

Ava McQuade

**Also Present**

James McCalister, Liaison

Kimberly Witt, Administrative Assistant

**Absent**

Taryn Holdman

Afroz Hafeez

Jennifer Borrel

Lucy Jochaniewicz

**III. APPROVAL OF MINUTES**

**A. Minutes from December 5, 2024**

**A motion was made by Commissioner McQuade to approve the minutes of the December 5, 2024 meeting, seconded by Commissioner Moore and approved by unanimous consent.**

**IV. REPORTS**

**A. Library**

Chair Son reported that the library is currently running a Winter Reading program, which encourages participants to read for 20 minutes a day for 20 days between mid-December and the end of January. Participants will receive a free book, a prize, and a slice of Portillo's cake. To join, fill out the online form and stop by the library to claim your prizes.

With finals concluded, the library has shifted its focus to fun activities. A Tabletop Miniature Figure Painting Meetup is scheduled for Thursday, January 23. On the same day, a FAFSA Workshop will be held for teens applying to college and seeking financial aid. Additionally, the Teen Culinary program will take place on January 22 at the Maker Place, where teens can create their own personal pizzas.

Chair Son mentioned the library is seeking members for the Teen Advisory Board, a group made up of high school students who provide input and feedback on library programs and activities. This group is similar to the Youth Commission but focuses on the library's initiatives.

## **B. Park District**

Commissioner Healy reported that the park district is managing well through the winter season. Preparations are already underway as supervisors are being informed about the upcoming teen job fair. The supervisors are enthusiastic about this event since it marks the beginning of their hiring process for spring and summer staff. Some positions, such as lifeguards and summer camp counselors, will require certifications, making early hiring essential. Commissioner Healy encouraged teens interested in employment to bookmark the park district's website, where job openings will soon be posted.

Additionally, Commissioner Healy highlighted an upcoming teen lock-in event at the Arlington Ridge Center, which will feature a movie night. While the event primarily targets 6th to 8th graders, the park district continues to explore programming opportunities for older teens.

The park district is also collaborating with the library on two upcoming events: a preschool information night scheduled in the next few weeks and a volunteer fair planned for the spring.

## **C. Police Department**

No report.

## **D. Schools**

Commissioner Moore reported that everything is progressing well at the schools. However, many children and teachers are currently out sick due to colds and stomach issues circulating in the community. Despite the cold weather and recent snow days, students are still on track to finish the school year by the end of May.

## **E. Members at Large**

Commissioners Gala and Riley from Prospect High School reported that open gym sessions have officially started. They also announced an upcoming multicultural fair, where various student clubs will spotlight different countries. The event will feature food, activities and cultural dances. This event happens every year.

Commissioner Hong from Buffalo Grove High School reported that open gym sessions are in session. This week, sophomores participated in a pre-ACT practice test. Additionally, the first phase of construction project has been completed, and work on the next phase is expected to resume soon.

Commissioner McQuade from Hersey High School reported that Horizon testing, which involves benchmark assessments, is currently underway. Students are taking different sections of the pre-ACT in their core classes. Open gym sessions have started, and while most sports are currently in a relaxed phase, official practices are set to begin next week. Additionally, the school is undergoing construction, making it challenging for students to navigate the building and get to classes on time.

Commissioner Bauer from Rolling Meadows High School reported that the pre-ACT testing is currently taking place noting an interesting shift from SATs to pre-Acts. Last weekend, he attended Theatre Fest at the University of Illinois, a three-day event that Rolling Meadows and Prospect High Schools participate in. The festival offers a variety of workshops covering different aspects of theatre. Commissioner Bauer attended sessions on color theory and ballroom dancing. Some high schools showcased their own productions, and select students participated in the All-State show, similar to a state-level competition for high school theatre.

Commissioners Smith from St. Viator High School reported that the school held an e-learning day yesterday due to a junior retreat. Their dean who served for over 20 years retired at the end of last semester, and two temporary deans are currently filling the role. Open gym sessions have begun as well.

## **V. OLD BUSINESS**

### **A. Commission's Winter Volunteering Project**

Chair Son tabled this discussion.

### **B. Snow Shoveling Referral Program**

Chair Son reported that a record has been set with over 70 students signing up for the Snow Shoveling programing. She inquired about the marketing strategies used by the commissioners to promote the program. Several commissioners mentioned that it was posted on their Schoology page, displayed on bulletin boards, and shared on social media.

### **C. Teen Job Fair**

Chair Son announced that the Teen Job Fair has undergone a rebranding, with a new look replacing the previous carnival fair theme. The graphics department decided to update the design and Chair Son shared the new look with the commissioners. The Teen Job Fair is scheduled for March 4, at the Arlington Ridge Center, and she asked the commissioners to save the date to assist with the event. The fair will run from 6:00 to 7:30 PM, but commissioners are needed from 5:00 PM to assist with setup and until 8:00 PM for breakdown. Any help, even if they can only attend part of the event, will be greatly appreciated.

Chair Son reviewed the businesses that participated in the previous year with the commissioners. She noted that 18 businesses took part last year and expressed the goal of increasing that number to 20 this year. She also pointed out the limited participation from food service businesses but emphasized that such roles can serve as good entry-

level jobs for teens. It was mentioned that the participating businesses do not need to be located in Arlington Heights but can include those in surrounding suburbs accessible to teens. The commissioners discussed various establishments they could approach to participate in the job fair. Commissioner Hong recommended asking businesses if they have positions that can accommodate teens with special needs and including this information in the pamphlet. Chair Son plans to email a document listing the businesses, allowing commissioners to respond with their preferences for outreach and suggest additional businesses. A form for the businesses, a script for the commissioners and further information will also be included. Commissioner Healy and Chair Son encouraged the commissioners to visit businesses in person to promote the Teen Job Fair and raise awareness.

## **VI. NEW BUSINESS**

## **VII. OTHER BUSINESS**

### **A. Announcements / Correspondence**

**Open Meetings Act** – Chair Son mentioned that she attended a training on the Open Meetings Act and informed the commissioners about the rules regarding sharing documents and discussing Youth Commission projects outside of a meeting. She emphasized the importance of adhering to these guidelines to ensure compliance.

**Commissioner Projects** – Commissioner McQuade introduced the concept of commissioner projects, which involves one or two commissioners collaborating to develop and execute a unique service project. The purpose of this initiative is to provide commissioners with the opportunity to lead and contribute to a meaningful project during their tenure. Upon graduation, commissioners will be able to showcase their leadership role in both the commission and their individual project under their resumes.

Chair Son reminded the commissioners that while it may take time to bring a project to fruition, they are all leaders of every Youth Commission project. She encouraged the commissioners to propose ideas for projects they would like the commission to pursue and develop collaboratively.

Commissioner McQuade requested that if any of the commissioners are interested in partnering and lead a project, they should bring the idea to the next meeting on February 20.

Commissioner McQuade expressed interest in developing an Instagram page for the Youth Commission. The discussion included whether it would be feasible for the commission to maintain its own social media account. Commissioner Healy suggested that Commissioner McQuade draft a detailed proposal outlining the concept and bring it to the next commission meeting. At that point, Chair Son would then take the proposal to the Village and follow the appropriate channels to seek approval for the initiative. Commissioner Smith will collaborate with Commissioner McQuade in developing the proposal as their commissioner project.

**2026-2027 Strategic Priorities** – Chair Son stated that she would be sending out an email from the Village Manager regarding the 2026–2027 strategic priorities. She explained that these priorities represent the key items the Village focuses on during a two-year period, highlighting what is important and where efforts should be directed. Chair Son asked the commissioners to propose ideas, which she will compile and present to the Village. She noted that the deadline for submissions is April 30, and the topic will be discussed further during the March and April meetings.

**VIII. PUBLIC COMMENT**

None

**IX. ADJOURNMENT**

**Commissioner Hong, seconded by Commissioner Bauer, moved to adjourn at 7:12 p.m. all concurred and the motion carried unanimously.**

The next meeting will be held on February 20, 2025 at the Arlington Ridge Center.