

McLean County Unit District No. 5
Community Engagement Committee
Meeting *MINUTES*
Tuesday, August 30, 2016
3:10 p.m. – 4:05 p.m. Unit 5 District Office
1809 W Hovey Ave; Normal IL

PRESENT: Chairman Jim Hayek, Secretary Gail Ann Briggs, Superintendent Dr. Mark Daniel, Director Communications/Community Relations Dayna Brown.

1. Minutes of July 20 and August 10, 2016 meetings were not presented for approval.
2. *State of the District Planning*
 - a. Due to the unsettled start to the school year it was decided the October 5, 2016 State of the District and roll out of the District's Strategic Plan be postponed. January 25, 2017 (a Wednesday between regular Board of Education meetings scheduled to be held on January 15 and February 8) was selected.
 - b. The first regular meeting of the Citizens Advisory Council will be held November 2, 2016 as scheduled. The proposed agenda will include be a brief overview of the year, the planned presentation about Student Growth and Achievement, and follow up focus groups to discuss this topic.
3. Timeline for work to be accomplished on the design and printing of the Strategic Plan.
 - a. Hayek mentioned he met with Brown August 24 to work on a draft copy of the plan. Daniel reported he and the Cabinet have been working on the objectives, high-level strategies and key performance indicators (KPIs). It will be routed to members of the Board of Education for review. The draft is proposed to be completed by September 12. The final copy is planned to be ready for the printer by September 26.
4. Development of 'Engagement' List
 - a. Hayek is housing a spreadsheet of key individuals and groups/organizations to which board members/administrators will present information about our Strategic Plan and pertinent district issues. The list includes stakeholders, public officials, business groups, etc.

Next meeting date/time was not determined.

Minutes approved: September 20, 2016