

McLean County Unit District No. 5
Community Engagement Committee
Meeting *MINUTES*
Wednesday, June 22, 2016
7:40 a.m. – 8:35 a.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. Approved Minutes
 - a. The May 16, and May 18, 2016 meeting minutes were approved upon motion Briggs, 2nd Daniel.

2. Communication Plans
 - a. Hayek briefly reviewed the outcomes of the Board of Education work session held June 8, 2016 regarding strategic planning to guide continuous improvement in governance excellence to the Unit 5 School District. He provided a handout that illustrated an executive summary with Board-determined five 'pillars' of focus in the strategic plan and text to describe each. It was decided to hold a high level orientation primarily for key District stakeholders. An hour-long kickoff meeting to 'roll out' the plan to the community was proposed to be held Wednesday, October 5, 2016, at Chiddix Junior High School. Brown will develop an invitation list that incorporates a core group of representatives; however, the event will be open to the public.

 - b. The change in the format of the Citizens Advisory Council from conducting annual study topics to small group dialogue around topics of interest will be discussed with the CAC officers as soon as a meeting with them can be held. This change will include an increase from five to six meetings during the upcoming school year, and presentations by district representatives about initiatives and programs will continue. Brown will schedule school sites for meetings. Hayek is working on a communication to the Board of Education, CAC members, and building administrators about the changes.

3. Review Calendar of Events
 - a. Briggs shared an early draft of a board policy committee document that establishes a year-long Board of Education meeting calendar with ongoing strategic planning and communication components.

4. Next Meeting is proposed for Tuesday, July 19, 2016, 4:00-5:00 p.m. at the District Office.

Minutes approved: July 20, 2016