



## **Community Engagement Process - DRAFT**

### **Assemble a Community Engagement Leadership Team**

- The Leadership Team is comprised of 25-30 members that are representative of the District, similar to CAC.
- The leadership team will also include:
  - 4 members per middle school boundary area, including Hubble (will work building principals and PTAs to identify potential members)
  - 6-8 members who are also on the District's CAC
  - Any other perspectives that we might want to engage and bring into the conversation like our municipalities, business community, service groups, etc. to ensure a well-rounded representation of the District.

### **Leadership Team Goal**

The Board of Education will task the Leadership Team with engaging the broader community in the conversation about middle school facility projects including with the goal of bringing a summary of community feedback and input to the Board of Education at one of the October 2023 Meetings.

### **Leadership Team Activities**

1. Develop an understanding of the current middle school facility needs, concepts, and potential funding sources that could support the projects.
2. Identify, plan, and solicit community engagement activities (potentially including both in-person and on-line) with the support of staff.
3. Consider conducting formal community surveys (format TBD).
4. Debrief and summarize community and leadership team feedback and input and develop a feedback report.
5. Deliver the feedback report to the Board of Education at one of the October 2023 Meeting.

## Leadership Team Timeline

By March 17, 2023 Staff will coordinate and assemble a Leadership Team.

March 22, 2023	Leadership Team Meeting <ul style="list-style-type: none"><li>● Develop an understanding of the current middle school facility needs, concepts, and potential funding sources that could support the projects.</li><li>● Identify potential community engagement opportunities and possibly set community meeting/open house dates.</li></ul>
April - May 2023	Conduct Community Engagement Activities (ideally April and possibly early May)
Early May 2023	Leadership Team Meeting <ul style="list-style-type: none"><li>● Debrief and summarize feedback and input from community engagement opportunities.</li><li>● Provide feedback to staff on facility concepts and potential funding sources.</li><li>● Identify a September 2023 meeting date to reconvene and review any changes to concepts and potential funding sources.</li></ul>
Summer 2023	Staff works with professional services partners based on Leadership Team feedback.
September 2023	Leadership Team reconvenes to review changes to concepts and funding sources.
September 2023	Leadership Team conducts possible community engagement opportunities to solicit feedback and input on updated concepts and funding sources and possibly utilizing some back to school events to capture good attendance. Consider conducting formal community surveys (format TBD).
October 2023	Leadership Team Meeting <ul style="list-style-type: none"><li>● Debrief and summarize feedback and input from community engagement opportunities.</li><li>● Develop a final feedback report for the Board of Education presented at the October 11 Regular Meeting or the October 25 Committee of the Whole Meeting.</li></ul>
Beyond October 2023	Identify opportunities to engage the community on the plan the Board decides to pursue, both facility projects and funding sources.