Stakeholder Engagement for Continuous Improvement

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mdek12.org

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VISION

To create a world-class educational system that gives students the knowledge and skills to be successful in college and the workforce, and to flourish as parents and citizens

MISSION

To provide leadership through the development of policy and accountability systems so that all students are prepared to compete in the global community

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1 **ALL** Students Proficient and Showing Growth in All Assessed Areas

2 **EVERY** Student Graduates from High School and is Ready for College and Career

3 **EVERY** Child Has Access to a High-Quality Early Childhood Program

4 **EVERY** School Has Effective Teachers and Leaders

5 **EVERY** Community Effectively Uses a World-Class Data System to Improve Student Outcomes

6 **EVERY** School and District is Rated "C" or Higher
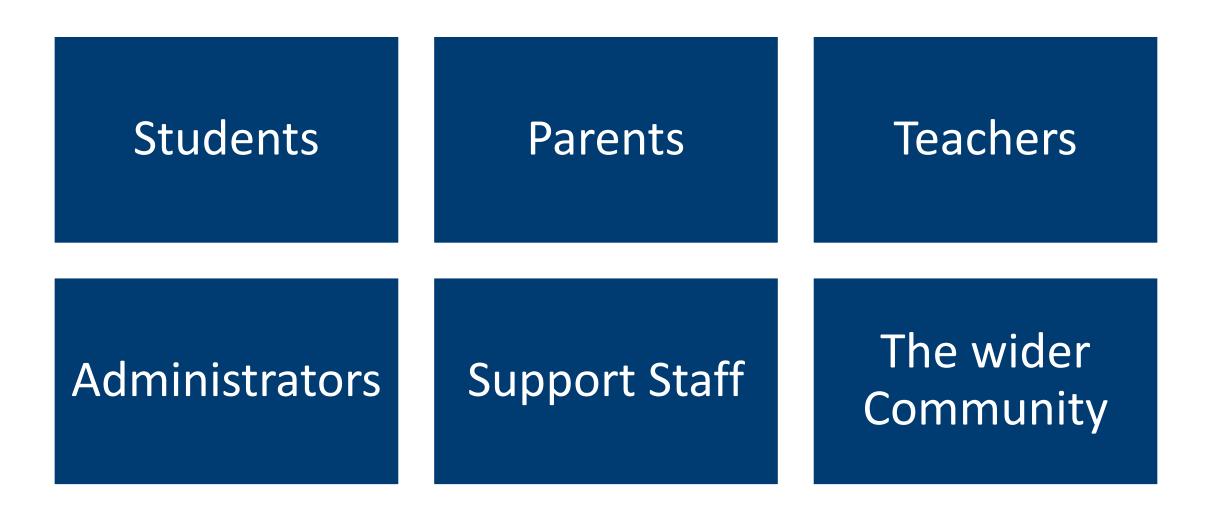
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Stakeholder Engagement

The process by which an organization involves people who may be affected by the decisions it makes or can influence the implementation of its decisions.

Students	Parents	Teachers
Administrators	Support Staff	The wider Community

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Informed Decision Making

Stakeholders provide valuable insights helping schools and districts make more informed and well-rounded decisions.

Accountability and Transparency

Promotes accountability and transparency in decision-making leading to greater trust in school and district actions.

Diversity and Inclusivity

Including all stakeholders ensures that the school and district decisions reflect the needs and values of a diverse community.

Long-Term Success

Stakeholder engagement is not only about short-term goals but also about building a foundation for long-term success and sustainability of the district.

How do we engage parents and communities?

Communicate regularly using multiple channels

Provide them with learning and development opportunities

Involve them in decision making and planning

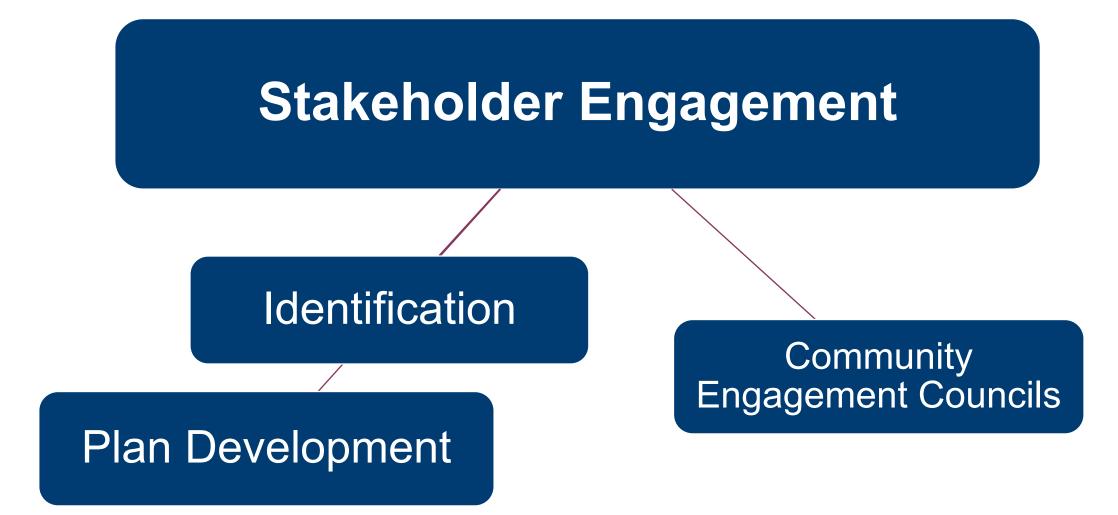Collaborate with them on project and initiatives

Celebrate their contributions

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School Improvement Stakeholder Engagement

Stakeholder Engagement

Identification

Plan Development

Community Engagement Councils

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Please describe what the school will do with stakeholders to develop and implement a school-level TSI plan.

Indicator TT-4 – TSI Stakeholder Engagement (Sec. 1111(d)(2)(B))

Please describe how the LEA will support developing or implementing TSI/ATSI plans.

Indicator TT-5 – Development of TSI Plan(s) (Sec. 1111(d)(1)(B)(i))

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Any district with a grade of D or F shall establish a CEC.

Any school rated D or F shall establish a CEC.
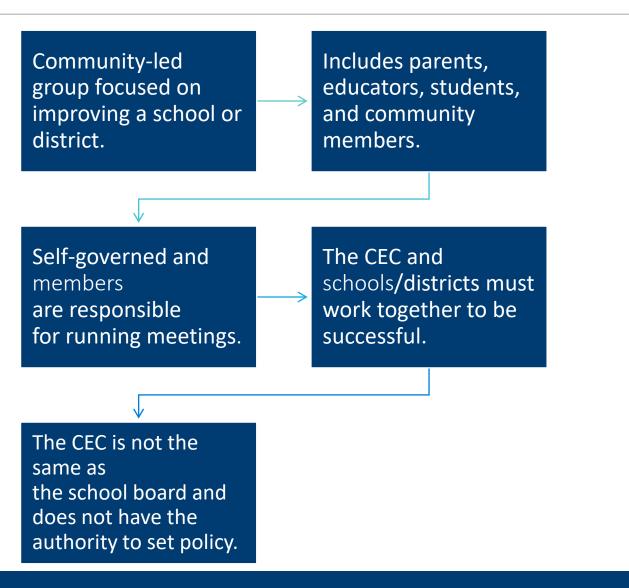
Districts with several schools rated D or F may choose to have one district CEC instead of multiple school CECs.

Community Engagement Council

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What is a Community Engagement Council (CEC)?

Community-led group focused on improving a school or district.

Includes parents, educators, students, and community members.

Self-governed and members are responsible for running meetings.

The CEC and schools/districts must work together to be successful.

The CEC is not the same as the school board and does not have the authority to set policy.

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Each year CECs should set goals based on a review of the following data:

DISTRICT-LEVEL CEC	SCHOOL-LEVEL CEC
District strategic plan	School improvement plan, if applicable
District report card	School report card
District climate data (i.e., discipline, attendance, staff turnover rate, etc.)	School climate data (i.e., discipline, attendance, staff turnover rate, etc.)

CEC members will...

- Meet a minimum of six times per year in open meetings.
- Run CEC meetings.
- Hold open meetings so other community members can attend.
- Select and work towards a goal aligned with school/district improvement efforts.
- Work closely with the school/district and community.
- Publicly report progress.

School and district leaders will...

- Establish and ensure continued implementation of a CEC, ideally with the support of CEC members.
- Work closely with the CEC to ensure its success.
- Meet MDE reporting requirements.

The MDE will...

- Provide guidance related to CECs.
- Provide on-site and virtual trainings.
- Be available for additional support on an as-needed basis.
- Hold schools and districts accountable for CEC requirements.

CEC

Establishing Councils

Step 1: Communicate information about CECs

- Describe what a CEC is

- Share opportunities to get involved in CECs

- Schedule and publicize upcoming information session

- Use a variety of communication methods throughout the community

Step 2: Hold an information session about CECs

- Emphasize the importance of CECs in the community

- Offer multiple sessions at a variety of times to accommodate varying work schedules

Step 3: Gather interest forms or nominations

- Collect forms/nominations

- Provide options of submitting forms electronically, by mail, or in person

Step 4: Host elections to select CEC members

- Provide adequate notice (at least two weeks' notice) of the elections prior to the event using a variety of communication methods

- Community votes to select members (not teachers and school/district staff)

- CEC members will select officers

The CEC shall include a broad spectrum of the community

- Elected officials
- Business leaders
- Faith-based leaders
- Social services
- Nonprofit organizations
- Law enforcement officials
- Parents
- School attendance officers

- Health department officials
- Daycare providers
- Librarians
- Local industry workers
- Retirees
- College students
- Volunteers
- PK-12 educators

- Districts and schools do not govern CECs

- District leadership, including the superintendent, may engage in discussions with the CEC; however, CECs are responsible for running their own meetings.

- Each CEC should set its own principles to govern how meetings will run (See Appendix C in the Guidance).

- CECs can select officers or identify specific roles to ensure that meetings are productive.

Example:

Officer/Role	Responsibilities
Chair/Facilitator	• Co-creates meeting agendas with Vice-Chair • Leads meetings • Ensures CEC members feel comfortable sharing information • Identifies next steps • Ensures the CEC publicly reports progress to the community
Vice-Chair/Co-Facilitator	• Assumes responsibilities of the Chair when Chair is absent
Secretary/Notetaker	• Sends the agenda at least three days prior to the meeting • Takes attendance • Takes notes during meetings • Sends notes to CEC members
Communications Liaison	• Serves as liaison between CEC and school/district • Shares information about the CEC with the community • Creates and maintains CEC social media pages

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Activities should complement rather than duplicate school or district efforts

Examples:

- Working with the district to help identify after-school supports for students within the community

- Hosting book or school supply drives to collect materials for distribution to students within the community

- Connecting faith-based organizations with students in need of support.

- **CECs do not have the authority to set policy.** However, CECs can recommend policies or policy changes. CEC leadership should share policy recommendations with school/district leadership and/or the school board.

- *Example:* Student tardiness has been identified as a concern by the CEC. As a result, the council has decided to move forward with recommending a change to school start times.

CEC

Planning for FY24 CEC Implementation

- Evaluate Needs

- Review Data and Set Goals

- Relationship building between new and veteran CEC members/chairs

- MDE recommends that established CECs meet at least six times per academic school year.

- The CEC should establish a meeting schedule at the beginning of the academic school year.

- All meetings should be open to the public.

- MDE recommends that meetings be between 60 – 90 minutes.

Meeting Setup	Working with School/District Leadership	Effective CECs
Norms Establishment	Liaison	Focus Efforts
Purpose of CEC	Communication	Student Voice
Review of data/Identify Goal	Request of School Information	Policy Recommendations

CEC Reporting Requirements

Districts are accountable for setting up CECs and ensuring they meet regularly (MS Public School Accountability Standard 12).

Districts should submit all required evidence through the Mississippi Comprehensive Automated Performance-based System (MCAPS). Deadline to submit **June 30, 2024**

Required Information	Examples of Supporting Evidence
Date(s) communications shared about the opportunities to serve on the CEC	• Copies of flyers • Screenshots of social media postings • Minutes from CEC meetings highlighting information shared
Date(s) of CEC information sessions	• Sign-in sheets • Meetings agendas
Date range during which interest/nominations forms were solicited and collected	• Copies of forms submitted by interested community members
Membership list	• Names of CEC members and roles if applicable • Email addresses for members
Meeting calendar	• Meeting calendar
Meeting details	• Meeting attendance sheets and agendas
Date(s) of public reports from the CEC to the community	• Reports, presentation recordings, videos, etc.

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CEC Guidance Resources

Guidelines for Community Engagement Councils

Community Engagement Councils (CECs), formerly referred to as P-16 Community Engagement Councils or P-16 Councils, are required under Miss. Code Ann. § 37-18-5. The purpose of CECs is to implement broad-spectrum community-based support for schools and districts implementing improvement plans to improve outcomes for learners. For a list of schools and districts meeting the CEC implementation requirement please click here.

Mississippi Community Engagement Council Guidance

CEC Regional Trainings (PowerPoint) (Webinar)

CEC Resources

Communications Toolkit

Information Session Agenda

Interest Form

Ballot

Sign-In Sheet

CEC Quiz

1. CECs can do all the following except:

    A. Offer recommendations to the district

    B. Set policy

    C. Identify supports for students

CEC Quiz

2. Who shall establish a CEC?

    A. All schools identified as CSI, TSI, and ATSI

    B. CECs are recommended for identified school but are not required

    C. Any school/district with a letter grade of D or F

CEC Quiz

3.   CECs are self-governed.

   True

   False

CEC Quiz

4.   CECs should **not** report progress publicly.

      True

      False

CEC Quiz

5.   Schools/districts are responsible for setting each agenda and leading each CEC meeting.

        True

        False

CEC Quiz

6. Who do CECs represent?

   A. Local community

   B. School/District

   C. Local School Board

Please complete this survey to help the OSI improve its training and supports for the monitoring process.

The survey should take no more than five minutes to complete.

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