Community Engagement Councils (CECs)
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
State Board of Education  STRATEGIC PLAN GOALS

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
Community Engagement Council
Rationale and Process for Revisions

Previous guidelines were developed in 2010

Implementation has varied considerably over the past 12 years

Partnered with Region 7 Comprehensive Center (R7CC) to develop

Revised guidance – Year 1

Professional learning resources – Year 2
How did we get here?

Focus Groups & Interviews
R7CC gathered input from 24 P-16 Council members and community organizations

Focus Groups & Interviews
R7CC gathered feedback on draft revised guidance from 11 P-16 Council members and community organizations

JAN
Survey
R7CC gathered input from 139 P-16 Council members and district staff in 37 districts

APR
MDE Planning
MDE and R7CC reviewed feedback and drafted new guidance

MAY

DEC
Board Presentation
MDE presented guidance at board meeting
What is a Community Engagement Council (CEC)?

- Community-led group focused on improving a school or district.
- Includes parent, educators, students, and community members.
- Self-govern and members are responsible for running meetings.
- CEC and schools/districts must work together to be successful.
- CEC is not the same as the school board and does not have the authority to set policy.
Who Shall Establish a CEC?

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

<table>
<thead>
<tr>
<th>DISTRICT-LEVEL CEC</th>
<th>SCHOOL-LEVEL CEC</th>
</tr>
</thead>
<tbody>
<tr>
<td>District strategic plan</td>
<td>School improvement plan, if applicable</td>
</tr>
<tr>
<td>District report card</td>
<td>School report card</td>
</tr>
<tr>
<td>District climate data (i.e., discipline,</td>
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</tr>
<tr>
<td>attendance, staff turnover rate, etc.)</td>
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</tbody>
</table>
It takes an engaged community to support the improvement of a school or district.

CECs represent the local community and supports school improvement efforts, offers feedback, and helps provide additional resources.
Who is responsible for the success of CECs?

**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.
Establishing a CEC

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
Establishing a CEC

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
Establishing a CEC

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
Who serves on a CEC?

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
How do various stakeholder groups contribute to the CEC?
Who Governs CECs?

- 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.
## Who Governs CECs?

### Example:

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

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.
How can CECs influence policy?

• **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

Guidance Document Review
Skim and Share: CEC Meetings – Recommendations

• Independently skim pages 14 – 17, and top of page 18
• With an elbow partner:
  1. Share what resonated
  2. Identify opportunities
  3. Discuss Wonderings
## Skim and Share: CEC Meetings – Recommendations

<table>
<thead>
<tr>
<th>Meeting Setup</th>
<th>Working with School/District Leadership</th>
<th>Effective CECs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Norms Establishment</td>
<td>Liaison</td>
<td>Focus Efforts</td>
</tr>
<tr>
<td>Purpose of CEC</td>
<td>Communication</td>
<td>Student Voice</td>
</tr>
<tr>
<td>Review of data/Identify Goal</td>
<td>Request of School Information</td>
<td>Policy Recommendations</td>
</tr>
</tbody>
</table>
Skim and Share: CEC Meetings – Recommendations

• Independently skim pages 18 – 20
• With an elbow partner:
  1. Share what resonated
  2. Identify opportunities
  3. Discuss Wonderings
## Skim and Share: CEC Meetings – Recommendations

<table>
<thead>
<tr>
<th>Policy Influence</th>
<th>Student Voice</th>
<th>Progress Reporting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recommend/Share</td>
<td>Perspectives/Experiences</td>
<td>Miss. Code 37-18-5</td>
</tr>
<tr>
<td>Collaboration</td>
<td>Sharing Options (Vary)</td>
<td></td>
</tr>
<tr>
<td>Representative of all Students</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
District and School Support of CECs
CEC Reporting Requirements
Districts are accountable for setting up CECs and ensuring they meet regularly.

Districts should submit all required evidence through the Mississippi Comprehensive Automated Performance-based System (MCAPS).
# Reporting Requirements

<table>
<thead>
<tr>
<th>Required Information</th>
<th>Examples of Supporting Evidence</th>
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| 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.                                                  |
CEC Guidance Resources
Activity

Kahoot.com
Chris Norwood
Director of Monitoring and Support
crnorwood@mdek12.org