

Lethbridge School Division

COMMUNITY ENGAGEMENT COMMITTEE NOTES



Date: January 13, 2022
START 6:00 pm
LOCATION: EDUCATION CENTRE

Agenda Topics

Changes to the agenda:
#4 Scholarship Breakfast changed to Scholarship Event
Add #5 Community Conversations
Add #6 Public Engagement Website contact information

1. **Terms of Reference (tabled from previous meeting; members to review in advance and bring back any recommendations).**

Discussed the purpose statement. Given that it is an advisory committee that engages in support actions, when possible, it was recommended to change the statement of general purpose to read: "To develop and recommend strategies to the Board to fully engage all sectors of the community. Assist with the implementation of strategies where possible.

Previous statement: To develop and implement strategies for the Board to fully engage all sectors of the community. This will go to the January Board meeting as an action item.

There was also discussion regarding "measures" for the committee. How do we ensure that measures reflect that this is an valuable committee that gives ideas for action and contributes to the recommended actions? How will the committee know if it has been successful without measures.

At this time, it was thought that accomplishment of "purpose" could be explicitly outlined in the annual report to the Board. The committee will have to be thoughtful about what the final report looks like (e.g. outline strategies/ actions and the degree to which they were accomplished).

The committee may review the idea of having measures in the Terms of Reference in the future.

2. **Communications Plan – Garrett**

Garrett Simmons reviewed the Communication Plan updated for 2021-22. Emphasized that it is a document that changes according to context. Recommended that a summary document be made to make it easier for the public to navigate.

The plan will be sent to the committee members to review and make recommendations before it goes to the Board at the January Board meeting. Committee members were encouraged to look most closely at the community engagement goal in the plan for recommendations.

3. Town Hall Process (February 1, 2022)

Cheryl reviewed the process that is planned for Town Hall.

4. Scholarship Breakfast Event(February 11, 2022)

Cheryl showed the information on the website for the Scholarship Event.

Recommended that the event be posted on the Community Engagement website/ promo to schools and parents

Was a question as to when the advertising started for students to apply for the scholarship (how much time do students have to develop/submit projects once the promotion for applications start?). Garret and Christine responded that students typically submit projects that have already been explored as part of a personal interest or as part of school project explorations.

Application form needs to be updated. Garrett will send Christine Light and Genny the form to review and then it will be put on website and promoted.

5. Community Conversations

The concept was brought to the Board meeting and approved. The purpose is for the Board to make themselves available to the public to hear different perspectives. The event will occur approximately once/month. Location will vary (e.g. coffee shop or park). Board goal is to be available to as many community members as possible; listen and build relationships. Will be posted on the community engagement website. Board to let Garrett know the logistics of the community conversations and he will promote them.

6. Public Engagement Website

It was noted that parents have a hard time finding the contact information for communication to Board members or executive council.

Garrett updated the website to include contact information.

NEXT MEETING: Thursday February 17th. Teams or in-person.