

BLACKHAWK SCHOOL DISTRICT
CITIZENS' ADVISORY COMMITTEE
KICK-OFF MEETING – SETTING THE FRAMEWORK
October 18, 2018

AGENDA:

- I. Purpose of the Citizens' Advisory Committee – Dr. Robert Postupac

The Citizens' Advisory Committee comprises of the members of the 5 sub-committees

1. District Overview and Demographics
2. Fiscal
3. Learning Tools Pedagogy and Educational Spaces
4. Facilities Safety and Security
5. Community Facilities and Community Partnerships

Each sub-committee will meet with an agenda this evening.

- II. Dates for the Citizens' Advisory Committee

Tuesday, November 27, 2018 @ 7:00 PM – High School Library (Subject to Change)

- Sub-committee representative(s) report to Citizens' Advisory Committee on their initial work/homework.
- Make any necessary requests of the Citizens' Advisory Committee to petition the School Board for necessary support of sub-committee work.

Tuesday, January 29, 2019 @ 7:00 PM – High School Library (Subject to Change)

- Sub-committee representative(s) report to Citizens' Advisory Committee on their progress. This should include items that begin to develop the scenarios that will lead to a recommendation.
- Make any necessary requests of the Citizens' Advisory Committee to petition the School Board for necessary support of sub-committee work.

Tuesday, March 26, 2019 @ 7:00 PM – High School Library (Subject to Change)

- Sub-committee representative(s) report to Citizens' Advisory Committee on their progress. This should include an analysis of the pros vs. cons of scenarios. What data did you use from previous meetings sub-committee reports to develop this data? Did you or do you need more data from other sub-committees? Did you reach out to other sub-committees as you analyzed this data? Please include items such as potentials costs vs. costs savings; partnership benefits vs. detriment; renovation vs. new build; building usages during any renovation (where do students attend classes), etc...

Tuesday, May 28, 2019 @ 7:00 PM – High School Library (Subject to Change)

- Sub-committee representative(s) report to Citizens' Advisory Committee on their recommendation(s).
 - All sub-committees have completed research, answered all leading questions and are prepared to provide a recommendation(s) based on best practice, data, and need of the community.
 - Recommendations may be contingent on other sub-committee recommendations. For example if a recommendation is to renovate a building the fiscal committee will need to have a recommendation for how to structure such debt vs. a recommendation to construct.
- III. Each sub-committee is expected to schedule meetings between each Citizens' Advisory Committee meeting listed above
 - a. They should schedule a sufficient number of meetings to complete this work.
 - b. The presentation should be interactive and may include technology
 - c. A report of each sub-committee meeting anecdotal notes, attendance, leading questions, research, professional consultation, etc... should be included.
 - IV. For all necessary communication, the administration will work with Mr. Jim Cox on creating a group email for each sub-committee. All email communication for the sub-committee must go through the group email. This will allow each member access to all information. Please understand that ALL emails are saved on servers and cannot be erased, removed, deleted, etc... Please do not send any inappropriate, derogatory, or otherwise embarrassing information through email. Respect that each member, including District employees have full-time jobs keep email, questions, requests for time, and all meetings productive and efficient to respect everyone's time.
 - V. Citizens' Advisory Committee makes all recommendations to the School Board at the conclusion of this process. While 4 Citizens' Advisory Committee meetings are scheduled, more can be added should there be a need. Again, each sub-committee must meet enough times between meetings to be properly prepared.
 - VI. Divide into groups and complete this evening's agenda. Administrators will lead each group; however, each group needs to establish some model of "governance". Who is responsible for what between meetings?
 - VII. Proper documentation and marketing – Discussion

SUB-COMMITTEE
October 18, 2018

AGENDA:

- I. Introduction of members, brief bio, any other information
 - a. Please provide the administrator in the group with most up-to-date contact information on the provided sheet.
- II. Review sub-committee overview and task that will guide “homework” and sub-committee meetings.
- III. Determine sub-committee “governance”, who will be responsible for what?
- IV. Determine sub-committee meeting schedule and notify Superintendent of dates and times for publication.