

**Approved – 12/2/19**

**Benton Harbor Area Schools  
Community Engagement Advisory Committee  
Meeting Minutes**

**Monday, November 4, 2019  
5:00 pm**

Benton Harbor High School  
Library  
870 Colfax Ave.  
Benton Harbor, MI 49022

**Members Present**

Joyce Parker  
Lisa Cripps-Downey  
Patrick Muhammad  
Maurice McAfee  
William Pearson  
Patricia Robinson  
Brenda Terrell  
Wayne Watson  
Denise Whatley-Seats

**Members Absent**

Michael Spencer  
Michael Williams – Excused

**I. CALL TO ORDER**

Chair Parker called the meeting to order at 5:02 pm. Let the record show a quorum is present.

**II. APPROVAL OF MINUTES**

Motion made (McAfee) and supported (Whatley-Seats), the Committee unanimously voted to approve the October 30, 2019 minutes.

**III. DISCUSSION OF WORK PLAN**

Discussion of the work plan was held. Some recommendations for areas of priority for review include:

- a. Addition of mental health as it related to both students and staff
- b. Addition of family engagement as the family component is critical in supporting change

- c. Distinguishing the difference between community and family
- d. Financial analysis to understand environmental factors of student retention and demographics
- e. Benchmarking the Charter Schools compared to the district
- f. Legislation (focus on urban districts)

A summary of the revised workplan will be provided to the Committee for approval at the December meeting.

#### **IV. SUBCOMMITTEES AND RESPONSIBILITIES**

Four subcommittees were formed:

- a. Budget and Finance
- b. Community Engagement
- c. Academics and Programs
- d. Building Facility Technology

Subcommittees will meet and report out to the full committee. A summary of the subcommittees and responsibilities will be provided to the Committee for approval at the December meeting.

#### **V. OTHER**

- a. Committee requested documents/reports that exist regarding work that has already been done to please be provided for their use
- b. Proposed list for community meetings was discussed. A revised list will be provided to the Committee at the December meeting
- c. Support service Treasury will provide – will there be support staff for subcommittees
- d. Open Communication and working collaboratively with Board of Education

#### **VI. PUBLIC COMMENT**

There was no public comment.

#### **VII. ADJOURNMENT**

There being no further business, the meeting adjourned at 6:02 pm.