

CAC meeting notes 10.21.2020

Attendees: Craig Woodall, Rev. Sean, Naomi, John, Alicia, Charles, Courtenay, Dwayne, Erin, Eric, Chacon, Dave, Steve, Izzy, Rena, Rasheda and Zoe)

Start time: 6:04pm

What is something you are proud of since last time we were together? **All identifiable information has been removed from the notes**

Updates

- Civic Canopy Report for Facilitation – summary of the interviews and the work that is ahead of us; different aspects of SRO's, engagement,
- Center for public deliberation – literature review to give us a general overview
  - Send to John if you have items you want to review with facilitator
  - SOP's, agreements, etc.
  - Data – we will talk with Dwayne to see what we want

Timeline

- October/November
  - Identify and select a facilitator
  - Gather data
  - Literature review of school to prison pipeline
- December/January
  - Engage in dialogue to determine current state
  - Identify what is missing for a comprehensive review
  - Identify stakeholder input needed
- February/March
  - Engage stakeholders for input
  - Synthesize findings to review
  - Develop recommendations for the BOE
- April
  - Finalize recommendations to the BOE
  - Report to the BOE findings of the comprehensive review on April 27<sup>th</sup> 2020

Facilitator Selection – RFP Process

- Determine facilitator for work starting in December
- Evaluation Process – Dave – frame how the process works –
  - focus on selecting a good facilitator that everyone buys into and is willing to do the work with
  - finance dept. will be the conduit of the process and ensure it is transparent
    - ask vendors to give us proposals
    - Dave and department feeds questions from vendors

- no direct communication CAC with vendors
  - vendors put together proposal
  - shortening from 28 days to make sure we can start in December
  - Civic Canopy – can use this as scope; scope will be posted publicly
  - posting sits for a week
  - anything specific we want them to provide (ex: limit to 10 pages)
  - online – we could do 20 minute video requests/interviews?
- Evaluation criteria – what is important to us
  - 5 different criteria to create a draft – finalize w/ district and send out
  - Will facilitators work with just CAC? – John – yes, just with the CAC
    - Will they help us produce the reports to the BOE? – John – conversation we need to have; could have the facilitator come up with the recommendations for us to review based on facilitating our conversations; we could review and give feedback – what do others think?
  - Blind spots we should be aware of? Dave – be clear what we are asking this person to do; be specific for proposal; use Civic Canopy for scope
  - Personal references; occupational references; Dave – we can ask for those – prior experience and references
  - Ideas for evaluation criteria
    - Local – NOCO, CO, or not?
    - Licensure?
    - Sample deliverables
    - Cost – part but not the determining factor; want best value!
    - How long have they been doing this - experience
    - References
    - Facilitate through a social justice lens –
    - Look for someone “middle of the road” on this issue
    - Familiar with school districts and worked with them
    - Familiar with SROs/police and worked with them
    - Importance of neutrality
    - Experience doing remote facilitations – different than doing it in person!
    - Non-profits
    - Centered on BIPOC community
    - Track record and testimonials
    - Engage in work with students and youth
    - Get it done in our timeline
    - Experience with BIPOC community and objective as possible – important to hear both sides; that’s the point of the committee
    - Recording/capturing/writing/reporting outcomes – ask to see examples of this
    - Worked not just with school districts but also with students; important to get student voices heard
    - Facilitator more of a psychologist
    - Draft and provide a product – we can critique

- Trauma informed practice and knowledge, particularly related to BIPOC/LGBTQIA community
  - History of anti-racist training and practices
  - We need to own the recommendations we make
  - Lots of flexibility – time/day –
  - Social media background check?
  - Worked with diverse communities and cultures
- Determine evaluation committee/team – need to come together to evaluate
  - Subcommittee?
  - Dave – initial evaluation –
    - Non-disclosure agreements about proposals – finance department will be the conduit for questions and answers
    - video of facilitators answering 4 questions?
    - online discussion
    - rubric – evaluate at home
      - tallied and evaluated – given to small subcommittee?
      - may need to do interview of short lists
      - bring back to the larger CAC

- 1) come out with draft this next week
- 2) finalize and send it to vendor
- 3) date for initial run-through of vendors
- 4) figure out process to choose
- 5) start facilitated process by December

7:22 – 7:27 break

Data – what is important to review and understand; talking about human dignity and fully committed to this process

- example of what it can be (what the data can look like) from Dwayne: Website: PSD – community – research and evaluation – PSD data (system insight) - <https://www.psdschools.org/department/research-analysis>
- How we can break this down:
  - centers around discipline data
  - should include bias
  - graduation rates, drop-out rates, connection data
  - slice by
    - gender – only 2 provided – identified through registration
    - socio-economic
    - race
    - mobile
    - homeless

- IEP
  - ELL
- Website: PSD – community – research and evaluation – PSD data (system insight)
  - <https://www.psdschools.org/department/research-analysis>
- Dwayne Schmitz – [dschmitz@psdschools.org](mailto:dschmitz@psdschools.org)
- Survey to capture data we are looking for
  - Gender/race/ethnicity
  - What type of dashboard do we want to build
  - Most needed support in COVID environment
  - Different types of homelessness
  - How SRO's spend time
  - Summary of SRO reports; how they spend time, tickets, assistance to teachers, homeless youth?
  - Projected demographic trends for PSD's catchment area
  - Must be non-identifiable larger than 10 N counts
  - Risk ratio: EX: "3.2 for Hispanic students on discipline events – Hispanic students 3.2 times more likely to experience discipline issues than white students"
  - What data will be missing – smaller groups than 10, how will it be determined what we are missing
  - Good facilitator could help determine what we are missing – blind spots
    - Focus groups
    - Surveys
  - Do we have the data from police services – not yet; indicators but not good data yet
  - PSD will have more incidents recorded than within the Police incidents – more robust
    - Compare to other big districts
    - If our risk ratios are worse than comparison districts, it adds extra emphasis to the work

Best practices for the future of students!

Next time:

- Take time to look at the dashboards
- Next meeting we will focus on data
- Bias incident platform being brought to cabinet
- What do we need that we don't have
  - Can lead to further recommendations
- Next meeting – November 11th – will send a doodlepoll for time
  - Update with RFP
  - Data – time to review the data dashboards

Thank you!

Meeting ended 8:06pm