



**DRAFT - Southeast Guiding Coalition  
Phase 2 Charter**

Name	Southeast Guiding Coalition Phase 2
Mission Statement	Portland Public Schools has launched a multi-year process to develop a plan to balance student enrollment and programs across our district, which serves nearly 50,000 students in 81 schools. Enrollment and Program Balancing uses both a data-driven analysis process and community input to address needs such as equity and inclusion, transportation, facilities constraints, and much more.
Coalition Purpose	<p>Each phase of work will have a Guiding Coalition of local parents, students, principals, teachers and community members representing the interests of their schools and communities. The Guiding Coalition meets regularly to review and discuss the proposed scenarios. PPS uses the Guiding Coalition's feedback to refine the scenarios into a proposal to be considered by the wider community.</p> <p>The SEGC <a href="#">Phase 2 charge</a> was adopted by the PPS Board of Education on May 25, 2021.</p>
Agreements	<ol style="list-style-type: none"> <li>1. Stay Engaged</li> <li>2. Speak your truth responsibly</li> <li>3. Listen to understand, to believe</li> <li>4. Be willing to do things differently and experience discomfort</li> <li>5. Expect and accept non-closure</li> </ol>
5 Elements of Phase 2	<p>Launch</p> <ul style="list-style-type: none"> <li>● Learn the charge of the Southeast Guiding Coalition Phase 2 Process</li> <li>● Review goals and charter</li> <li>● Grounding and building capacity'</li> </ul> <p>Learn</p> <ul style="list-style-type: none"> <li>● Continue defining Racial Equity &amp; Social Justice</li> <li>● Notice and Identify Top Needs for Students</li> <li>● Listen to Experiences with Key Topics</li> </ul> <p>Brainstorm</p> <ul style="list-style-type: none"> <li>● Brainstorm Outcomes with Racial Equity and Social Justice</li> </ul> <p>Testing</p> <ul style="list-style-type: none"> <li>● Draft and Test Solutions</li> <li>● Collaboration for Input from Community</li> </ul> <p>Recommend</p> <ul style="list-style-type: none"> <li>● Build Consensus on Phase 2 Recommendation</li> </ul>
Phase 2 Goals	<p>The Board of Education set out the following goals in the SEGC Phase 2 Charge:</p> <ul style="list-style-type: none"> <li>● Establishing feeder patterns that support robust enrollment across middle schools: Lane and Harrison Park (converting to a middle school in 2022-23) will both need a boost in enrollment through feeder pattern changes, boundary changes, DLI program placement, or a combination of all three.</li> </ul>



	<ul style="list-style-type: none"> <li>• Providing a neighborhood school for Harrison Park K-5 students: With the conversion of Harrison Park K-8 to a middle school, its K-5 students will need to relocate. A nearby option is the Clark building, which currently houses the Creative Science K-8 focus program. To consider this option, the coalition will need clear guidance from PPS on viable alternate locations for Creative Science (or clear guidance that Creative Science cannot relocate at this time). Alternatively, the coalition could distribute Harrison Park K-5 students among other nearby elementary schools through boundary changes.</li> </ul>
Operating Guidelines	<p>The primary purpose of the SEGC is to develop a recommendation for enrollment changes by leveraging the voices of community members.</p> <ol style="list-style-type: none"> <li>1. Co-Chairs will be selected by the SEGC, and will help orient new members, inform overall planning, and represent the SEGC to the Board of Education.</li> <li>2. SEGC members will receive information and guidance on the Racial Equity and Social Justice framework and lens, as well as PPS preferences for enrollment targets and program locations prior to reviewing proposals for enrollment change.       <ul style="list-style-type: none"> <li>○ FLO analytics and PPS staff will develop initial proposals for SEGC consideration</li> <li>○ SEGC members will provide feedback on proposals and suggest alternatives, utilizing RESJ tools and conduct outreach to stakeholders in their representative communities</li> </ul> </li> <li>3. SEGC meetings are open to the community       <ol style="list-style-type: none"> <li>a. Community members may observe SEGC meetings and provide input through feedback forms available on the SEGC webpage.</li> <li>b. Interpreters are available upon request for regular SEGC meetings</li> <li>c. SEGC meeting agendas and documents for use throughout the process will be translated in PPS supported languages and posted on the SEGC webpage. Translation of meeting specific documents are available in the form of a summary upon request.</li> </ol> </li> <li>4. The coalition will co-convene and co-design an equity centered engagement process, involving methods throughout Phase 2 to be coupled with the recommendation:       <ol style="list-style-type: none"> <li>a. Website, Survey</li> <li>b. Student Survey, Student Poll</li> <li>c. Student + Multilingual Family Text Messaging</li> <li>d. Student Forums</li> <li>e. BIPOC Focus Groups</li> <li>f. Open House</li> <li>g. RESJ Partners Advisory</li> <li>h. Tribal Community Engagement</li> <li>i. School-hosted Meetings</li> <li>j. All materials for engagement events will be available in PPS supported languages.</li> </ol> </li> </ol>
Timeframe	<p>May-December 2021  Draft meeting <a href="#">schedule</a></p>
Executive Sponsor	<p>Deputy Superintendent of Business and Operations, Claire Hertz  Regional Superintendent, Esther Omeghbein</p>



<p>Membership</p>	<p>These schools will participate in Phase 2. Parents and guardians of each school are voting members of the coalition:</p> <ul style="list-style-type: none"> <li>● Arleta Elementary</li> <li>● Atkinson Elementary (neighborhood and Spanish DLI)</li> <li>● Bridger Elementary (neighborhood and Spanish DLI)</li> <li>● Creative Science Focus Option K-8</li> <li>● Creston Elementary</li> <li>● Glencoe Elementary</li> <li>● Harrison Park K-8 (neighborhood and Chinese DLI)</li> <li>● Hosford Middle (neighborhood and Chinese DLI)</li> <li>● Kellogg Middle (neighborhood and Spanish DLI)</li> <li>● Kelly Elementary (neighborhood and Russian DLI)</li> <li>● Lane Middle (neighborhood and Russian DLI)</li> <li>● Lent Elementary (neighborhood and Spanish Immersion)</li> <li>● Lewis Elementary</li> <li>● Marysville Elementary</li> <li>● Mt. Tabor Middle (neighborhood, Japanese and Spanish Immersion)</li> <li>● Richmond Japanese Immersion</li> <li>● Sellwood Middle</li> <li>● Vestal Elementary</li> <li>● Whitman Elementary</li> <li>● Woodmere Elementary</li> <li>● Woodstock Elementary (neighborhood and Chinese Immersion)</li> </ul> <p>Additionally, at-large members will represent stakeholder groups including but not limited to:</p> <ul style="list-style-type: none"> <li>● Coalition of Black Men</li> <li>● Nothing But Quality</li> <li>● Latino Network</li> <li>● Portland Association of Teachers</li> <li>● PPS students</li> </ul>
<p>Staff Membership</p>	<p>Departments represented to provide technical assistance to the Southeast Guiding Coalition include, but are not limited to:</p> <ul style="list-style-type: none"> <li>● Special Education</li> <li>● Transportation</li> <li>● Facilities Planning</li> <li>● Office of School Performance</li> <li>● Teaching and Learning</li> <li>● Enrollment &amp; Transfer</li> <li>● Early Learning</li> <li>● Community Engagement</li> </ul> <p><i>Technical assistance provided by FLO Analytics</i></p>
<p>Team Resources</p>	<p>SEGC Google Drive Discord (member chat) Interpretation and translation services as requested</p>



Decision-Making Framework	<p>The SE Guiding Coalition will use modified consensus-making to develop a recommendation to the Deputy Superintendent. The Deputy Superintendent can modify the recommendation before forwarding to the PPS Board of Education. The PPS Board of Education makes the final decision, and can adjust the recommendation based on engagement from the following groups:</p> <ul style="list-style-type: none"><li>• Student Forums + Student Groups</li><li>• Southeast Guiding Coalition</li><li>• Broader Engagement: BIPOC Open Houses + Focus Groups</li></ul>
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*As a member of the Southeast Guiding Coalition, I have reviewed expectations in this charter.*

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