

Portland Public Schools
Enrollment and Program Balancing
SE Guiding Coalition
Virtual Meeting Orientation
September 10, 2020, 6:00 pm
Minutes

SE Guiding Coalition Members in Attendance: Alexandra Phan, Andrea Emerson, Andy Jacob, Annie Pomeranz, Beth Cavanaugh, Caitlin Klenz, Carissa Harrison, Cathy Murray, Christopher Frazier, Chuck Billedeaux, Claire Hertz, Dana White, David Roy, Dee Reddy, Don Wolff, Elisa Schorr, Elizabeth Brett, EMILY BAILEY, Esther Omogbehin, Gail Warren, Jed Roberts, Jennifer Fontana, Jenny Axelrod, Jo Ann Wadkins, John Horn, John Lyons, Josh Cody, Judy Brennan, Karen Werstein, Karl Logan, Katherine Polizos, Kathleen Ellwood, Keeley Simpson, Kent Martin, Kristyn Westphal, Leah Dickey, Lisa Williams, Logan Heyerly, Maria Luna, Marisa Bryman, Martha Almendarez Langland, McKay Larrabee, Megan Salvador, Melissa Schachner, Micah Chu, Michael Bacon, Michael Rehana, Min Cai, Richard Smith, Rosie Lingo, Sabrina Flamoe, Sarah Kincaid, Seth Johnson, Shanice Clarke, Sheilagh Diez, Stephanie Murdock, Steven Stapleton, Suzanne McCann, Terry Proctor, Tyler Vick

PPS Staff in Attendance: Dr. Esther Omogbehin, Claire Hertz, Dr. Keeley Simpson, Kathleen Ellwood, Kristyn Westphal, Judy Brennan, Megan Salvador, Gail Warren, Terry Proctor

FLO Analytics in Attendance: Kent Martin, Jed Roberts, Tyler Vick, McKay Larrabee, Jenny Axelford

The Meeting was called to order at: 6:01 p.m. *By Kent Martin, FLO Analytics Facilitator who introduced FLO Analytics staff.*

Welcome: *Regional Superintendent Dr. Esther Omogbehin and Kent Martin*

- Dr. Omogbehin gave the district welcome and introduced district office PPS staff.
- Reviewed the Coalition Charge including guiding principles and outcome goals.
- Martin reviewed the agenda and gave an introduction to Zoom Meeting Tips and Meeting Norms.

COALITION CHARGE: *Esther Omogbehin*

Charged With:

- Providing recommendations, through a multi-phased planning process, to improve enrollment and program balancing for schools in the southeast region of the Portland Public Schools district.
- Phase 1 work will occur through Fall 2020. A subset of Guiding Coalition members will recommend an attendance area for Kellogg Middle School, which will open in fall of 2021, and Harrison Park Middle School, which will convert from a K-8 school in 2022.

- In early Spring 2021 the full SE Guiding Coalition will reconvene for Phase 2 to develop recommendations for PK-5 level changes.

Guiding Principles: *Esther Omogbehin*

- Martin reviewed the guiding principles for the Enrollment & Program Balancing process:
 - Students at the center
 - Racial equity and social justice
 - Excellence • Respect • Relationships
 - Creativity and innovation • Partnerships and collaboration
 - Grounding in the spirit of Portland
 - Joyful learning and leadership

Outcome Goals: *Esther Omogbehin*

- Martin reviewed the outcome goals of the SE Guiding Coalition's process:
 - Optimize the use of facilities
 - Support equitable programming
 - Minimize program co-locations

Meeting Norms: *Kent Martin*

- Martin set the tone for the future meetings by reviewing the meeting norms:
 - Ask that you be present
 - Please keep students at the center
 - Listen to Learn and understand, not win
 - Positive Intent
 - Stay in the Solution

Ice Breaker Activity: *Kent Martin*

Martin reviewed an ice breaker activity for coalition members to get to know each other, and learn how to use the small group breakout room feature in Zom. Members broke out into small groups to discuss two questions:

- Share why you volunteered?
- What do you think success would look like?

Coalition members returned to the large group and each small group's facilitator reported out the following themes from their discussion:

- The process should be Student Centered
- There is an interest to Invest in School Communities
- The work will be grounded in Racial Equity
- Members want to improve outcomes for underserved students
- The process will be centered on equitable access to programs and an equitably based community
- Members want to address student achievement gaps

- Recognize this is an opportunity to create boundary alignment for elementary, middle and high school boundaries
- The work will reflect an Inclusive process
- The outcomes will promote healthy, happy families
- Importance of families being heard in the process

FLO Virtual Feedback Demonstration: *Jed Robert's*

Martin reviewed the feedback tools available to members in Zoom meetings including: Temporary reactions, persistent reactions, polls, and annotation processes.

Wrap-up: *Kent Martin*

Martin reviewed the September 17 agenda that will be focused on the Racial Equity Social Justice (RESJ) seminar. The RESJ seminar will support the coalition in grounding their work through the RESJ lens. Coalition members were given a homework assignment to review the Baseline Assessment report. Members completed an evaluation survey of the meeting.

Closing comments: *Esther Omogbehin*

Omogbehin shared her thanks to the Guiding Coalition members for their time that evening and throughout the process.

The meeting was adjourned at: 7:55 pm.