



**Equitable Enrollment Working Group**  
**Weekly Meeting Agenda**  
**March 26, 2020 | 4:30-6:00pm**

Meeting Guidance	
<b>OUSD Values:</b> Students First, Equity, Excellence, Integrity, Cultural Responsiveness, Joy	
<b>Outcomes</b> <ul style="list-style-type: none"><li>Review and (mostly) finalize questions for community survey</li><li>Discuss survey distribution strategy, especially given current climate</li><li>Discuss Board member pain points from retreat</li></ul>	<b>Norms:</b> <ol style="list-style-type: none"><li>Assume positive intent</li><li>Respect start and end times</li><li>Allow people to speak their truth</li><li>Respect differences and understand that it's okay to agree to disagree</li><li>Be aware of how much you are speaking versus how much others are speaking</li><li>Create space for people to speak who may be less comfortable jumping in</li><li>Be mindful of who isn't in the room and the perspectives that may be missing from the conversation</li><li>Students first</li><li>Say "thank you" when you appreciate something</li></ol>

Time	Topic and Process
4:30-4:45	<b>Meeting Scope</b>  <b>SEL Opener</b>  <b>Roles:</b> Facilitator: Notetaker: Timekeeper:
4:45-5:30	<b>Discuss survey questions</b> <ul style="list-style-type: none"><li>Also planning to have a survey researcher from UC Berkeley review the questions for bias/leading questions</li></ul>
5:30-5:40	<b>Discuss survey distribution strategies</b> <ul style="list-style-type: none"><li>Role for working group members</li><li>Role for OUSD</li><li>Role for Enroll Oak</li><li>Food distribution sites</li></ul>



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5:40-5:50	<b>Review Board's pain points from retreat</b> <ul style="list-style-type: none"><li>- Initial feedback - what resonates? What's surprising?</li><li>- Do we think our survey questions allow us to get at these pain points?</li></ul>
5:50-6:00	<b>Wrap-up: Review Action Items, Topics for Next Meeting, Process Check, Appreciations</b>