



**Equitable Enrollment Working Group**  
**Meeting Agenda**  
**April 16, 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>● Discuss survey distribution strategy, especially given current climate</li> <li>● Review initial timeline and proposed changes</li> <li>● Review data from Board retreat, including Board member pain points</li> </ul>	<b>Norms:</b> <ol style="list-style-type: none"> <li>1. Assume positive intent</li> <li>2. Respect start and end times</li> <li>3. Allow people to speak their truth</li> <li>4. Respect differences and understand that it's okay to agree to disagree</li> <li>5. Be aware of how much you are speaking versus how much others are speaking</li> <li>6. Create space for people to speak who may be less comfortable jumping in</li> <li>7. Be mindful of who isn't in the room and the perspectives that may be missing from the conversation</li> <li>8. Students first</li> <li>9. 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:
4:45-5:00	<b>Discuss survey distribution</b> <ul style="list-style-type: none"> <li>- Review survey questions</li> <li>- Who should survey come from?</li> <li>- Will be built in SurveyMonkey and is currently being translated</li> <li>- Role for working group members</li> <li>- Role for OUSD</li> <li>- Role for Enroll Oak</li> <li>- Food distribution sites?</li> </ul>
5:00-5:10	<b>Timeline discussion</b> <ul style="list-style-type: none"> <li>- Proposed timeline from retreat</li> <li>- What's realistic/possible?</li> </ul>



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5:15-5:40	<b>Review Board retreat data</b> <ul style="list-style-type: none"><li>- Walk-thru of data</li><li>- Exercise: (1) What is something that confirms your beliefs? (2) What is something you find surprising or particularly interesting? (3) What additional data might you want to see (if any)?</li></ul>
5:40-5:50	<b>Review Board's pain points</b> [moved to future meeting] <ul style="list-style-type: none"><li>- Any 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> <ul style="list-style-type: none"><li>- Pain points from the Board</li><li>- Any other reflections on the data?</li><li>- Case studies from other cities</li></ul>