APPROVED

F.W. Parker Charter Essential School

Minutes

Diversity and Enrollment Committee Meeting

Date and Time
Wednesday October 10, 2018 at 5:30 PM

Location
Parker Library

Committee Members Present
A. Hamilton, G. Penna, M. Munford, S. Reinhorn, T. Sumner

Committee Members Absent
C. Igoe, J. Saxe, P. Madera, Z. Basma

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

M. Munford called a meeting of the Diversity, Equity and Inclusion Committee of F.W. Parker Charter Essential School to order on Wednesday Oct 10, 2018 at 5:33 PM.

C. Approve Minutes

T. Sumner made a motion to approve minutes from the Diversity and Enrollment Committee Meeting on 06-13-18 Diversity and Enrollment Committee Meeting on 06-13-18.
A. Hamilton seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

G. Penna	Abstain
S. Reinhorn	Aye
Z. Basma	Absent
A. Hamilton	Aye
P. Madera	Absent

Roll Call

T. Sumner	Aye
J. Saxe	Absent
C. Igoe	Absent
M. Munford	Abstain

II. Review Work Plan for 2018-19

A. Review Plan

- Most tasks in the "end of June" column were completed (working group idea seemed moot)
- Want to review enrollment materials further to ensure that they are as translated as we'd like
- How can we get the identity information we need to reach out? What are the laws? Consider revising lottery form to add "OK to call" line and other tweaks. Todd will follow up with the office.
- How can we maintain and support staff of color?
- Are we open to revisiting the idea of a full-time Directory of Diversity?
- Should we review data from advisory surveys?
    - Done last year.
- We want to reach out for more members!
    - What events might we want to table/recruit people?
    - Consider play, gateways, spring PLPs
    - Consider external sources as well, like colleges
- Stay the course with recruitment strategies for now
- Proposed bill for weighted lottery into MCPSA
- Bring race and equity work from advisory into Board

III. Information Sharing

A. Enrollment Data

- Mandated categories were confusing, so we didn't feel comfortable drawing deep conclusions

IV. Closing Items

A. Summary and Next Steps

Actions:

- Validate translated materials; application & supporting artifacts -- Stefanie will take first pass
- Talk to front office staff to learn more about intake of family information; assess data collection and gaps – Glenn/Todd

- Review application to consider additional data collection opportunities – All (next meeting)
- Exit survey and data regarding turnover and retention – Todd/Mary
- Do we consider BOLD suggestion of creating new role of Director of Diversity?
- Calendar/Timeline task activities - Glenn
- Communication Plan for sharing D&E goals for our community (include in calendar)
- Review data from advisory survey from last year

V. Closing Items

A. Adjourn Meeting

T. Sumner made a motion to adjourn the meeting.
G. Penna seconded the motion.
The committee **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:30 PM.

Respectfully Submitted,
M. Munford