

REIAC MEETING MINUTES

3/5/19 Start: 6:42 End: 8:30

Attendees: Trisha, Sophia, Diana, Cathy, Carlos, Kristen, Alana, Pilar

Minute takers-Carlos and Pilar

1. Member terms:

- Members can be reappointed by application to the Committee Chair/BOE liaison in writing – applicants are then recommended to board, board approves
 - Committee must make decision to remove a member
 - Members can resign whenever they please
 - Applications from students: spread word thru NPZ, student gov't, and district page
 - Committee can change rules, but not for selection process
 - Reach out to Miranda, Deborah and Richard – are they coming back? If not, committee must open up their spots
 - Reach out to applicants from last year – they're still anonymous & can be reviewed by the committee
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2. Recommendations of Incident Reporting that came out of REIAC Executive Session

Parent and student should be alerted immediately

- Student should be offered counseling immediately
 - Incident should go thru guidance and school psychologist 1st-
 - Victim(s) + offender(s) schedules should be cross-checked and they should be separated if needed
 - Check in w/ victim – make sure grades aren't dipping around time of incident/investigation; have a plan to address grades
 - Make teachers aware of incident
 - Don't postpone action/punishment until after investigation – shorter investigations?
 - Install a timeline for investigation process: DASA report sent to parent, regardless if it's requested or not – give timeline of when family can expect report/investigation/action plan
 - Review punishment policy
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3. Bullying Logs:

- REIAC recommends that the following data be collected from the bullying logs: besides the needed age, grade, gender, it would be helpful to know ethnicity and race, IEP/non-IEP, if there was ISS or OSS disciplinary action. It would also be helpful to identify patterns-is it a repeat offender? Has the victim been repeatedly targeted? Are the same kids repeatedly clashing?
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4. Hiring Interview Process:

REIAC has previously requested the hiring interview process written down (Lenape hiring process as example), not given yet. Can we see it in writing before the hiring committees are selected?

- REIAC recommends what we understand to be the Lenape principal hiring process which included:
 - Separate interviews with parents and staff and then have them join & discuss candidates
 - Allotment of enough time to review applications/resumes before interview
 - BOE members included in hiring process
 - A diverse group of parents as part of the hiring committee
- REIAC recommends District sends letters and emails to parents of students, concerning the opportunity to apply for the interview committee of new principals
- Post on school district website application open for interview committee. Who will select members of the committee?
- Implement recruiters to cast a wide net of applicants

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- REIAC recommends the BOE review the rubric used to screen the principal and AP applications.

5. BOE will do 1st read of hiring process the committee has written on 3/7. Notes from REIAC will follow.

6. REIAC accomplishments – good tool to recruit applicants.

- Maybe a powerpoint of successes to recruit applicants? Create a short recruitment video and have it run on NPZ
- Post application process open on student gov. And freshman through junior Instagram pages

Miscellaneous:

- Recommend for BOE to ask Curriculum Committee to do report during a BOE mtg. – doesn't have to be immediate
- SRO? – REIAC could give formal statements about issue
- Ask for update on anonymous online reporting
- Request to see results of climate survey
- Questions about juuling problem – what's the punishment? Is it enforced? What do the hall monitors do? Is there a protocol for them?
- Make black history and latino studies mandatory classes
- What is the timeline on the Equity Report Card/Psychometrian analysis? Why are PoC doing worse in earth science specifically?
- Superintendent's hearing if suspension lasts for 5+ days – what happens during it? Protocol?

Accomplishments

We would like to thank the BOE and Superintendent Rice for adopting the following REIAC recommendations:

- Actively researching and considering the use of an online anonymous incident reporting mechanism in the near future.
- Hiring for Racial Equity was added to the District's Action Plan for Racial Equity, as recommended in the Culturally Proficiency book.
- Adopting the use of an Interview Committee that consists of a diverse group of Staff, Students, and Parents for high level Administrative positions not only of Principal, but also of Assistant Principal.
- Advertising beyond OLAS to reach a diverse pool of applicants for open positions.

Outstanding Items and Recommendations

Hiring Protocols

We recommend that a BOE member sit on the Committee as an outside observer so that institutional power isn't favored over parents, students, and staff recommendations. REIAC recommend the BOE review the current rubric used to screen principal and AP applicants.

Committee Membership

Reopening application to the REIAC. This means that the application process would be open to teachers and administrators. There are two spots for teachers and two for administrators. We cannot stress enough the importance of having teachers and admin staff at these discussions. We understand that with school and recent admin changes this can be rough, but it is worth it. Application process for community members will also open shortly.

Climate Survey

Can REIAC review the Climate Survey (what went out) that was administered at the High School?

Bias Awareness Curriculum Project - We are aware that there was a "Summer 2018 Bias Awareness Curriculum Project", conducted by teachers in each school. We recommend the BOE invite the Bias Awareness Curriculum committee to present their progress at a BOE meeting.

Invitation - REIAC would like to invite the new administrators in the district to come and meet our committee to help them better understand what we are doing and to be able to connect with new administration.

Incident Reporting Example

Graffiti incident reporting from beginning to end - REIAC has requested a full reporting of this incident that occurred at Lenape during the Spring of the 2017-2018 school year. We would like to know how this incident was handled from the time of the initial report, through communication to staff and families, to any consequences that were implemented. This could be a confidential report to REIAC for the purposes of understanding current protocols. REIAC plans on reviewing existing protocols and making recommendations for possible changes.

Document Action Plan Milestones

In an attempt to align the work of the committee with the work of the district, it would be helpful to see milestones for the Action Plan. Racial Equity Community Forums (Possibility for extracting milestones from the questions provided by parents).