

Reynolds Stewarding & Advising Bodies

April 20, 2023

4:00- 6:00

Attendees: Chelsea Mabie, Sarah Dey, Gustavo Olvera, Muhammad Rahman, Dr. Karen Perez, Pamela Marks, Deb Bufton, Frank Caropelo, Melissa Hicks, Cayle Tern, Rutila Galvan-Rodriguez, Wei-Wei Lou, Deb Miller, April Olson, Koreen Barreras-Brown, Sheri Thomas

Objectives for our time together:

- Process memos written by stewards and find throughline of how these memos can support next steps as an advising body
- Discuss and provide feedback on the proposed recommendations

1. Welcome & Connection

- a. [Land Acknowledgment](#)

2. [Steward Memos](#)

- a. Context
 - i. Marking one full year of implementation and building process.
 - ii. Part of that process work are the steward memos that we will be discussing today; each memo crafted with the particular lens of each steward's role.
 - iii. Context around when these memos were shared– a period of transition.
 - iv. Provided some information that informed supt's initial priorities.
- b. Process
 - i. 10-minutes to revisit memos, refamiliarize
 - ii. World Cafe Protocol (modified) → 10-minutes per memo, cue to move to next slide
 - 1. What resonated with you?
 - 2. What would you challenge?
 - 3. What connections do you see between memos?
 - 4. What recommendations might you propose considering the memo findings?
 - iii. [Jamboard](#)
 - iv. Common themes/ feedback:
 - 1. Common theme: especially given new staff, we need systems to support them.

3. Budget Priorities

- a. Context
 - i. Three key priorities around which we're preparing the budget:
 - 1. Moving to put reading specialists back in elementary schools. Reading is critical, especially by 3rd grade.

2. To support that initial priority, put full day EA in every kindergarten class to help our earliest learners have an excellent first year in school.
 3. At the middle school and Reynolds high school, move back to block schedules. Key to success– passing time is cut in half every day, and that time is reinvested in instruction. Staff end up working with fewer students overall which provides greater opportunity for relationship building.
 4. Provide equity training for our staff, by our staff.
 5. Moving ESSER-funded positions to be supported by general funds.
- b. Connections to Memos

4. Recommendations

- a. Update: Library Media Assistants
 - i. Decided to discontinue the Intensive Program funding for these roles and move them to be supported by general funding.
- b. Proposed Recommendations
 - i. Refined Version + Q & A
 1. 3 Full-time Equity TOSAs
 2. Equity Budget (\$100,000)
 3. Half-Time Shared Department Secretary
 4. Answering clarifying questions:
 - a. Chose three full-time Equity TOSAs to provide the necessary support for the district. This recommendation, and the specific number of TOSAs, is a product of many discussions.
 - b. The impact of these TOSAs on students will inform our educator workforce to better prepare all staff to support our students, especially students of color, in a number of ways including through culturally relevant curriculum.
 - c. We are not spending the annual budget on trainings given our cost-free partnership with Multnomah ESD. These funds will support affinity leader groups for when they're attending opportunities.
 - d. We see this work happening through existing equity team meetings. In addition, we also would like to add this to our menu of service that principals can access at any time.
 - e. I've done trainings with approximately 200 staff throughout the district; these TOSAs would help support that work and allow us to have a bigger impact across the district.
 - f. While we know this funding is not long-term, these recommendations would allow us to jumpstart this work.

- g. Initially, we made a recommendation around a full-time department secretary; we've shifted to a half-time or shared department secretary, which would still allow us to address some of the administrative needs within the equity work.

5. Additional questions:

- a. Do we have a needs analysis that helps us better understand what these TOSAs will be doing? Further, can we have more information about what TOSAs will be used for? This information will help us determine how many TOSAs are needed. In addition, will the TOSAs have sufficient support/ management to be successful in their role?
 - i. The proposed job description would answer the question of, "what would the equity TOSAs do?" I also noted initial milestones– quantitative and qualitative– to identify whether TOSAs are meeting their goals.
 - ii. This is not at the expense of a current position.
- b. Do you have data around how many people are accessing the services that TOSAs offer? That will help determine the level of need.
 - i. A single Equity Director has a limited reach and often has to be focused on crisis management as opposed to proactive support/ training. Additional staff could also help to address related issues such as chronic absenteeism and bullying prevention.
 - ii. Could also support teachers accessing training.
- c. Is the vision that this initial three years of funding will provide a proof of concept, and then these positions will transfer to general funds? Because three years means that the work will only be getting started.
 - i. Yes. And these funds/ positions will help ensure multiple ways to access this training. The goal is that equity training is embedded into district practices.

d. Recommendation Resources:

- i. [Video Recording](#) passcode: +f4?adnG
- ii. [PDF copy of presentation](#)
- iii. [Proposed Recommendations Update + Clarifying Questions](#)
- iv. [Proposed Job Description: TOSA](#)
- v. [Proposed Equity Budget Breakdown](#)
- vi. [Advising Body Clarifying Questions](#)

c. Breakout Discussions

d. [Consensus Protocol](#)

i. First proposed recommendation: PASS

1. Karen = 5, Frank = 5; Chelsea = 4; Wei-Wei = 5; Cayle = 4; Rutila = 5; Deb = 5

ii. Second proposed recommendation: PASS

1. Karen = 4; Frank = 5; Chelsea = 4; Wei-Wei = 4; Cayle = 4; Rutila = 4; Deb = 5

iii. Third proposed recommendation: PASS

1. Karen = 3; Cayle = 3; Chelsea = 2; Frank = 5; ; Wei-Wei = 4; Rutila = 4; Deb = 4

2. Discussion points:

- a. Department secretary should be funded with general funds
- b. It's a lot of work for a shared position.

iv. We'll come back to those questions about tracking the impact of these recommendations.

5. Open Space/Questions/Next Steps

6. Closing

- a. Next Meeting: June 1, 2023