

**Quality Education Commission**  
**Oregon Department of Education**  
**255 Capitol St. NE Salem, OR**  
**Wednesday, July 13, 2016**  
**10:00 a.m. – 12:00 p.m.**

**Present:**

Brian Reeder, Julie Smith, Ana Gomez, Beth Gerot, Sarah Boly, Laurie Wimmer, Judy Stiegler and scribe Nicki Prather

**Commissioner Reports**

- Sarah has been working on the report.
- Beth, it's summer, it's quiet, nothing new to report at this time.
- Judy stated she will probably be withdrawing from the committee due to more teaching responsibilities with COCC and OSU. She will keep the group informed.
- Brian is also working on the report. Brian stated ODE is short staffed and the person outlined to put the report into a word format is no longer with ODE. In addition to working on the report, he is also working on the current service level for the state school fund.
- Ana is just returning from vacation and has nothing to update the group on at this time. Ana said she has someone on her team that can help put the report together, Brian will follow up with Ana.
- Julie gave a Chalkboard update. She's been working on a lot of projects; gathering information to create an equity lens to put into place.

Sarah: We have EPIC's final report. We need to decide where to put it in the report and perhaps on the web site. EPIC followed the RFP closely. Sarah suggested next time we may want to enhance our request to give them more latitude. There was discussion around the rough draft and next steps. Brian hopes to have the final rough draft to the group by July 22<sup>nd</sup>.

Judy reminds the group to focus on who this report is intended for. It needs to speak to them, not above them with language that is not familiar to them. It doesn't need to be over simplified but it does need to be comprehensible. The group agreed.

Sarah suggests if any pertinent reports come out in time they should be added as

links in the report if possible. The group reviewed the recommendations submitted on the draft report. The second version is more comprehensible. Sarah asked if she should continue to work on this last version/format, yes. She will email it to Brian to send it out to the commission.

Brian asked the group to let him know the key highlights we want to focus on in the report. The important work will be happening over the next couple of weeks; synthesizing the information into a coherent whole. The focus should be on the executive summary as it is the most important piece of the report and for some, the only part of the report they will read.

Since the report will be completed in the next couple weeks there is no need to meet in August. Brian will notify the rest of the commission. Next meeting will be September 13<sup>th</sup> unless otherwise notified by Brian.

Meeting concluded at 12:00 PM.