

Oriole Park Local School Council

Equity Committee

Minutes

Monday, January 14, 2018

Start time: 5:30pm

1. Call to Order – 5:33pm
 - Attendance – members present: Karen Torres, Ewa Mascarenhas, Sarah Arnold, Libby Madej, Emily Hogan
2. Acceptance of Agenda
 - Motion – Sarah
 - Second - Karen
3. Acceptance of Minutes from the last meeting
 - Motion – Ewa
 - Second - Emily
4. Report out from LSC meeting re: Committees
 - We invited Luis from CPS to the last LSC meeting to answer the following questions.
 - i. How do we decide as a group what to bring to the LSC for a vote?
 1. We need to establish that we are a committee at the LSC meeting and propose our membership to the LSC.
 2. Before the next LSC meeting, we should get as many members as we can to be on the committee. **Question for Luis** – is there a minimum or maximum number of members to be considered a “committee”?
 - ii. Can non-voting members participate in the meeting?
 1. Yes, but they can participate only during public participation.
 - iii. Do we need to have set positions within the committee?
 1. Yes, we should have at least a chairperson and a secretary.
 - We will establish the role of secretary at the next meeting
 - iv. Can we raise funds as a committee?
 1. We cannot raise funds on our own, but we can ask the LSC for funds if we want to do a project.
 - v. **Question For Luis:** Where are these guidelines written down? Is there a committee handbook or manual?
5. Discussion of the mission statement, meeting structure, and membership
 - Do we need the part in the mission that says “by identifying the strengths of and barriers to equity”, or would that be one of our “tasks”/”roles”?
 - **Future agenda item:** We should come up with a draft list of “goals” for our committee. Ex. – identifying strengths/barriers to equity, how we are going to educate the public, how we are going to evaluate, etc.
 - **Mission statement:** “To support Oriole Park School’s mission to create an equitable learning environment for all through assessment, evaluation, education, and dialogue”.
 - i. **Motion to approve** – Libby
 - ii. **Second** – Sarah
 - Meeting Structure – postpone but add to agenda for next meeting.

- Membership – Libby created a membership form
 - i. Ask the school counselor if there is someone who would feel comfortable sharing his/her experiences to represent students.
 - ii. Blurb in the virtual backpack – Did you know that the LSC created a new committee to meet the needs of ALL students? Can you provide insight about your child’s unique experience at our school?
 1. Ewa can make the form in polish and Karen can make it in Spanish.
 2. Can we see if someone can translate the form into Arabic?
 - iii. Individual recruiting
 - iv. Take out “roles” on membership form.
 - v. Add an email – Libby is going to make up an email for OPS Equity Committee so we aren’t using a personal email.
 - vi. Under meetings – add a location
 - vii. Take “students” off of the membership form
 - viii. Revise and translate this week
6. Communication
- Our minutes need to be made available to the public
 - Can we make a spot on the OPS website to post our minutes?
 - We will also present them to the LSC.
 - We are going to wait to decide if we want a website/blog until we have a set committee.
7. Possible surveys and tools
- Concern: Only surveying faculty/staff
 - i. We want to survey students as well
 - Concern: Relating bullying to equity.
 - Can we look for more tools to use?
 - We should look at the Social Emotional Learning Survey to see if it overlaps with any of the options for surveys that we have.
 - We should discuss at LSC that we are interested in doing a survey of staff and students. Add this as an agenda item for the next meeting.
 - Should we invite an expert to talk to the committee before we choose a survey?
8. Public Participation
- None
9. Next Meeting: February 11, 2019 5:30pm OPS Library
10. Meeting adjourned 6:45PM
- Motion – Karen
 - Second – Libby