



**Portland Public Schools: High School System Design
Parent Advisory Group Meeting Summary**

Date & Time: September 30, 2010, 6p – 8p

Location: Windows, BESC

MODERATOR: Judy Clarke

DISTRICT REPRESENTATIVES IN ATTENDANCE: Robb Cowie (Director of Communications), Sarah Singer (Director of High School Implementation), Lorenzo Poe (Director of Strategic Partnerships), Reiko Williams (Manager, Family and Community Support), Andrea Wade (Family Engagement/School Choice Coordinator), Matt Ferris-Smith (Communications Specialist), Alena Guggemos (Analyst, High School Design)

PARENT/COMMUNITY REPRESENTATIVES IN ATTENDANCE: Sally Kimsey, Floyd Spears, Nancy Adolphson, Eliza Erhardt-Eisen, Liz Miller, Shawnan Williams, Tammie Swinson-Allen, Brian Rupp, Lisa Zuniga, Jeff Hammond, Teresa Squires Osbourne, Ayesha Freeman, Mike Rosen, Monique Hermann, Bonnie Calnek

MEETING OBJECTIVE

The desired outcome of the meeting was to achieve an understanding of the purpose and process for the newly formed Parent Advisory Group, to introduce participants and staff to one another, to establish protocols for how the group should interact and conduct order of business and to provide a brief overview of the High School Design plan.

MEETING SUMMARY

1) Purpose of Group

- i. Robb Cowie discussed the overarching purpose of the group: to provide feedback and input around implementation issues related to High School Design. This might include, but is not limited to, providing input around the core program implementation (or the program that all students in community schools should be offered), parent engagement strategies and the transition plan.
- ii. The Superintendent's long-term goal for the group is to increase parent involvement related to key initiatives. The group will need to determine what its role will be in the future.

2) Rationale for Joining the Group

Everyone present stated their name, cluster and school, and the reasons they joined the committee. Some of the reasons stated for joining included: 1) to ensure the high school design initiative is implemented effectively and specifically better than previous large-scale initiatives such as the K-8 design; 2) to ensure that all student needs are taken into account including those who come from higher poverty regions of the city or are special education designated 3) to collectively brainstorm and assist PPS in resolving challenging issues

3) Development of Protocols for the Group. (i.e. how do we work together as a group?)

- a. Protocols may need to be added as the group proceeds
- b. As need arises, convening smaller group meetings may become necessary.



- c. Everyone's voice is heard.
- d. Be positive and respectful. The group has a shared purpose, mission, and commitment. Disagreement may happen but we should never be disrespectful.
- e. Meeting minutes will be available within 5 days:
 - i. Minutes will go back to the group for comment/review
 - ii. Minutes will be posted on district website
 - iii. Standing agenda item to review/approve minutes
- f. Come prepared.
- g. Agenda for next meeting is prepared at the end of the meeting (flexible according to time-constraints).
- h. Standing meeting at least once monthly on the last Thursday of the month (flexible according to holidays and other).
- i. If a member is unable to attend a meeting s/he must inform Reiko Williams.
- j. One or all of the following district representatives must attend meetings: Reiko Williams, Lorenzo Poe, Robb Cowie, Sarah Singer, and/or other staff as appropriate.

4) Overview of Superintendent's Recommendations dated 9.27.10

- a. Sarah Singer briefly discussed the 9.27.10 plan with the group. It was determined that more time would be needed to discuss this topic.

5) Concerns and Questions Regarding the 9.27.10 Plan

- a. Benson and Jefferson have will have reduced enrollment. Will the district support the community even if many more students than projected wish to attend these schools?
- b. Overcrowding is a major concern; students struggle to obtain personal space and resources.
- c. Will there be caps on transfers?
- d. Benson and Jefferson require increased marketing to encourage enrollment.
- e. What is the criterion that informs drawing boundaries? (answer given: proximity, balanced enrollment, facility capacity, and socio-economic diversity). Are these fair? If so, why does it seem that some boundaries have disproportionate enrollment compared to others?
- f. Can the group tour facilities? This may impact opinions/feedback.
- g. Can charter schools be added to this discussion?

- 6) **Collaborating with other committees.** There is a possibility that in the future overlapping meetings may occur between groups with similar interests, i.e. Special Ed and Parent Advisory Committee. However, the group needs to first become better established prior to having overlapping meetings with other committees.

- 7) **Other interests represented by Parent Advisory Committee members:** TAG, ESL, Special Ed, AVID, Title I, Immersion, neighborhood vs. charter or focus options.

Next meeting: October 18, 2010, from 6p – 8p, in Windows (BESC)