

Cross-Sector Collaboration Task Force
March 8, 2018 Conference Call

Attendees:

- Claudia Luján | Deputy Chief, Strategic School Planning, District of Columbia Public Schools (DCPS)
- Shanita Burney | Deputy Chief, Community Engagement, District of Columbia Public Schools (DCPS)
- Alejandra Vallejo | Bancroft ES parent; Chair, Bancroft ES Local School Advisory Team (LSAT)
- Mary Levy | Independent education analyst, Former DC Office of the Chief Financial Officer, Former Washington Lawyer's Committee for Civil Rights and Urban Affairs
- Bethany Little | Murch ES, BASIS PCS parent; Education policy expert

Meeting Summary:

- Task Force Member: I went to three of the five meetings, and the discussions were very rich. It would be helpful to post something more detailed than the slides summarizing the feedback.
- Facilitator: We can try to pull something more comprehensive together.
- Facilitator reviewed slides with details about focus group participants and survey feedback [Slides 5-8].
- Facilitator summarized the process collecting feedback at the focus groups [Slide 9].
- Facilitator reviewed the for the At-Risk Working Group recommendations feedback [Slides 11-15].
- Task Force Member: [Slide 13] I give my full sign off on this one – I love the feedback to focus on barriers for the attendance piece.
- Facilitator reviewed feedback for the Opening, Closing, and Siting Working Group recommendations [Slides 16-18].
- Facilitator: Overall, people were supportive of the ideas. In this next section, we can focus on going out to the citywide meetings and making adjustments before the final report. The citywide meetings will be bigger – the focus groups were intentionally smaller to be more conversational.
 - We are considering facilitated table conversations, where participants would break into smaller groups. We would present a summary of the proposals and information about what we learned in the focus groups. We would definitely need task force participation to do that.
 - We had some task force people attend the focus groups, but it's really essential for table discussions because we don't have enough staff, especially if meetings are well-attended.
- Task Force Member: Is the thinking the table discussion role is hearing and taking notes, or is it defending and explaining?
- Facilitator: It's not defending, maybe explaining. We want to show the community what we came up with and what the focus groups provided in terms of input. We need more information from the public for whether we're on the right track. We may abandon some ideas, bring some to the top, or change some. We imagine it's gathering input and facilitating conversations, while also explaining the thinking of the Task Force and gathering input.
- Task Force Member: Since you're starting the bigger meeting by sharing feedback from the focus groups, will you have a different set of questions for these meetings than for the focus groups? Are you proposing changes to the current recommendations? Are you asking about potential changes? What would be the change in questioning?
- Facilitator: The focus should still be the same, and the questions would ask whether we are on the right track and whether these recommendations would help us get to objectives. We are sharing common themes from the feedback. In a big public meeting, you want the most people to participate in a way that's meaningful. We don't want to bring out the full slides and just

summarize them. Can we make some edits to the poster summaries based on the focus group feedback and explain the feedback? The goal of the meeting is the same as focus groups: get general information about how these objectives land and collect specific input. But we can do something different if there are different ideas.

- Task Force Member: Generally what you're saying is right. If we have Task Force members facilitating, we need to at least answer more technical questions. We could have some materials, or it could be part of how we open those conversations to do some explaining. There will be folks at every table with different levels of understanding, and we should make sure they can contribute and explain those pieces and narrow the scope around what makes sense to share.
- Facilitator: Yes, and there's a lot of information. We have 35 minutes for each working group. Maybe five to seven people will be at each table, one facilitator and one note-taker. We can go through these summary slides and explain the prominent themes from the focus groups. We don't want to bully people into not sharing their opinion. We also want to share that we heard some prominent themes.
- Task Force Member: We should do as much of that as possible and maximize the time they have to understand and react. We need to understand the general comments. We can hang poster boards with the information, have some on paper, and table facilitators could emphasize some. Having the recommendations up in the room in multiple ways helps people digest.
- Facilitator: Is table facilitation better than open comments with a microphone?
- Task Force Member: I am never going to advocate for open mic night, especially because this information is so technical. Table facilitation allows for smaller conversations and everyone to have a voice versus just those on the microphone.
- Facilitator: We will also have an open comment period, so people have a chance to share that way too.
- Task Force Member: Based on focus group feedback, if there is one recommendation you are leaning toward taking off or considering a significant change, getting feedback similar to the way you did in the focus groups is right in general. I would suggest adding other questions. For example, we can pitch that the focus group feedback was negative on this recommendation, so we might remove or make significant changes to it. That feedback shouldn't replace or be above general feedback, but if you are already leaning toward a particular change, we can dig a little deeper to inform a more significant change.
- Facilitator: I have been struggling with that, because we don't want to say everyone hated this because that could sway their opinion.
- Task Force Member: We are already sharing the feedback we received, but it would not be the first question. After asking about general concerns, we could say, in the focus groups, there was feedback around X. Do you echo that? We can ask softball questions to lead people there without it being the first question. With a larger group, do you want to think about a rating where people give an initial signal for how they feel? That could compliment the table discussion.
- Facilitator: The thinking at the table is to have people prioritize the most important recommendations. Then a report out to the whole group. Without that, we would be running a bunch of little focus groups. Should each table report out to the larger group?
- Task Force Member: Not sure, table discussions should be prioritized over open mic. People always feel the need to share with the larger group. You could have Q and A, with comments at the end. Because sometimes table sharing is sharing or it's just personal comments. You should ensure you have good discussion time allotted but then 15 minutes for open Q and A at the end.
- Task Force Member: I agree.
- Facilitator: That's helpful, thank you.
- Facilitator: We will send out more information about signing up, and a script, no longer than a page. I encourage you to think about coming. Citywide meetings are on the 13th and 21st. You should have also received invitations for additional Task Force meetings.