

Equity Steering Committee Charter



Purpose:

To guide the development and implementation of the District Equity Audit and Action Planning Process for the DISTRICT. The recommendations of the Steering Committee will be subject to superintendent approval.

The goals and objectives of the Equity Steering Committee are:

- Analyze equity audit results
- Identify root causes of equity challenges that are within the district's sphere of influence
- Identify goals and objectives for equity planning that lead to increased equity at all levels of the organization
- Focus on five key areas – Awareness, Staff Development, Voice, Student Supports, and Analysis – to drive excellent and equitable outcomes for all students.

Approach:

Meetings will be utilized to:

- Build capacity of members so everyone can engage authentically and with fidelity
- Raise stakeholder awareness of the barriers and challenges to equity within our district
- Gather input and discuss the cause of these barriers and potential solutions
- Create an ongoing two-way dialogue about equity between stakeholders and leadership
- Articulate diagnostic analysis results and document gaps between current state and desired future state
- Articulate the skills and behaviors we are working towards as an organization
- Set strategies and action plans; measure and report results
- Expand on successful solutions

Execution:

- Steering Committee will be responsible for analysis, strategy setting, measurement, and ongoing communication
- Steering Committee will execute on strategies and action plans

- Steering Committee will be responsible for involving others as needed to support implementation
-

Structure of meetings:

The specific meetings, structure, and timing of the activities of the committee will be identified by the committee chair.

Organization:

The Equity Audit and Action Planning Steering Committee is composed of 13 members: superintendent (1), Director of Equity (1), Union Rep (2), principal (1), teachers (2), community/business leader (3), parents (2) and students (2). Members were selected through a rigorous process.

- Committee members will exhibit the following attributes: [Click here for the criteria](#).
 - Membership on the committee will be determined by the selection task force in conference with the Senior Director of Education Equity.
 - Click here to access the [instructions](#) to apply.
 - Click here to access the [application in other languages](#).
 - The committee shall report to the Superintendent.
 - The committee shall be chaired by the Senior Director of Education Equity.
 - Each committee member will serve for a 2-year term, which is renewable. In the second year, half the committee will be designated as serving 3-year terms to provide for staggered membership.
-

Measures of Success:

- Increased awareness of equity and the causes of inequities
 - Improved access to opportunities for all students and members of the community
 - Improved outcomes for all students
-

Authority

- Steering Committee identifies equity goals and areas for improvement.
 - Steering Committee oversees the district equity approach and strategy.
 - Steering Committee documents the Equity Action Plan.
 - Steering Committee uses data to monitor the implementation and impact of initiatives and activities in the Equity Action Plan.
 - Steering Committee designs and delivers key messaging to stakeholders throughout the process.
-

Commitment:

Equity Steering Committee members should expect to meet at least once a month for the better part of a day with significant time invested in the summer and fall of 2021 for training on and engaging in the process of equity action planning. Between meetings, committee members may have tasks to perform in preparation for the next meeting. The district-level planning should be completed by May of 2022, at which time the Steering Committee will shift into implementation monitoring mode.

Responsibilities:

- To delineate the equity planning process in collaboration with facilitating agent
 - To lead, shape, and inform different stages of the planning process from visioning to articulation of a district theory of action to identification of key levers/strategies for change and prioritization of needs.
 - To approve action and initiative recommendations from the Working Group.
-

Norms:

- Be prepared for meetings
 - Be authentically engaged by showing up and being present
- Get comfortable with getting uncomfortable
- Focused and constructive dialogue
- Disagree with the idea, not the person
- Listen to understand and not just respond
- Maintain confidentiality Be Honest!
 - Have the courage to speak your truth
 - Listen with a nonjudgmental lens
 - Be honest with self by being vulnerable, showing humility, and hearing feedback
 - Own it!
- Respect self and others
- Confidentiality
 - What is learned can be shared
 - What says here stays here

I agree to the work plan and commitment outlined in this Charter.

Name: _____

Email: _____

Phone: _____