



Vision

All students in Colorado will become educated and productive citizens capable of succeeding in society, the workforce, and life.



Goals

Every student, every step of the way

ESSA Stakeholder Consultation/Program Coordination Committee

August 24, 2016 – Meeting Minutes

9:00 am – 12:00 pm

Colorado Department of Education, 1560 Broadway, Suite 1100, Denver CO 80202

Blue Spruce Room

➤ **Welcome and Introductions**

Attendees: Alexandra Alonso, Brit Havey, Theress Pidick, Kirsten Carlile, Lynn Bamberry, Jessica Hollingshead, Patrick Chapman

By Phone: Stephanie Snitselaar, Karla Setter, Sean Bradley

Materials: Link to PPT http://www.cde.state.co.us/fedprograms/scpc_082416_presentation

➤ **Colorado ESSA state plan development process**

SC/PC members reviewed the ESSA State Plan development process including hub/spoke committees work, and the writing and approval timeline.

- Comments on Hub committee membership. SC/PC members noted a lack of diversity in Hub membership, particularly from Latino community.

➤ **Context setting**

- What does “meaningful stakeholder engagement and program coordination” look like?

- Figure out goals together and make effort to list priorities
- What is the plan for following up with Listening Tour participant’s feedback? CDE wants to find a way to follow up – either in person or virtually – but let them review drafts.
- Could we make this work transparent and accessible to people? Post meeting minutes, post list of participants and their advocacy interests to see representation of members.
 - All minutes, member lists, and materials will be posted on the CDE ESSA state plan development website: (Hub info and spoke links:
http://www.cde.state.co.us/fedprograms/essa_stateplandevlopment_SC/PC_spoke_page:
http://www.cde.state.co.us/fedprograms/essa_stateplandevlopment_stakeholderconsultation
- How can we make sure there is a concerted strategy for school districts to convey information to teachers and parents and community members?
 - Expectation is that members of hubs and spokes will be advocating for districts and sharing information constituents.
 - Making sure plans are supportive of school and district implementation

- What does “program coordination” mean to you? What would we need to put in our plan to meet this requirement?
 - Looking for connections with other program coordinators to look at duplication of services/funding. Looking where schools overlap and how funds can be used in tandem to move towards similar goals of the program.
 - Where do we have shared goals and where do we have unique goals? How we are aligning efforts towards shared goals?
 - SC/PC members can take one or two groups to reach out to program groups.
 - Social connectivity options beyond email such as Facebook, Twitter, etc. **Next steps: Follow up with Gladis, Jeremy, and other CDE communications office staff to integrate this into communication plans**
- In what ways can we strengthen stakeholder consultation?
SC/PC members reviewed ESSA legislation language regarding stakeholder consultation and specific stakeholder groups called out in the law. In addition, members reviewed the section regarding program coordination and specific programs called out in the law.

Charge of this spoke: How do we ensure that meaningful consultation occurs with required participants – and others – in the development of Colorado’s ESSA state plan? How do we ensure that Colorado’s ESSA state plan includes coordination with the required related programs as well as other programs?

- ESSA Context Review
 - SC/PC members reviewed plan sections, proposed ESSA rules, and some “things to remember” regarding ESSA. For example, as we discuss our options and priorities, we need to always keep in mind the intersections of state and federal law as they pertain to ESSA.
 - Members reviewed major decision points and title programs involved in the consolidated state plan application. Approval of application required before release of funds.

➤ SC/PC spoke committee process and procedures

- How will we move this work forward?
 - How will we check on stakeholder consultation and coordination efforts from other spoke committees?
 - Question: What is our role in reviewing spoke committee members? Do we review them?
 - Answer: Variety of processes and groups being used by spokes including use of existing committees. Our role is to assist committees in reaching out to other groups.
 - **Next steps:**
 - **This group can review member lists of spoke committees to look for specific, intentional element in creating groups. Also look at goals across programs for program coordination components.**
 - **Could we have representation from this SCPC on the other spokes?**
 - **Our role can be to ensure that each spoke has review Listening Tour feedback**
- Decision making – How will this group move forward with decisions? Vote? Consensus?
 - In cases where minority option does not “carry the day” how can we ensure the voice is still being heard in the plan? SC/PC members provided feedback on this question.

- Identify pieces where it needs collaboration and pieces where they need compromise. Make it specific by issue instead of an over-arching statement.
- Consensus model, across the board, and then a plan for who gets to make the decision if consensus cannot be reached.
- Future meeting dates
 - **CDE Leads will send out doodle poll for follow-up phone call the week of August 29th.**
- Website materials
 - (http://www.cde.state.co.us/fedprograms/essa_stateplandevlopment and http://www.cde.state.co.us/fedprograms/essa_stateplandevlopment_stakeholderconsultation)

Decisions identified:

Expanding communication on Hub/Spoke Work:

- Could we make this work transparent and accessible to people? Post meeting minutes, post list of participants and their advocacy interests to see representation of members.
 - **CDE leads will post all minutes, member lists, and materials will be posted on the CDE ESSA state plan development website:** (Hub info and spoke links: http://www.cde.state.co.us/fedprograms/essa_stateplandevlopment_SC/PC spoke page: http://www.cde.state.co.us/fedprograms/essa_stateplandevlopment_stakeholderconsultation)
 - **Jessica will be posting this list for SCPC by the end of this week.**
 - Social connectivity options beyond email such as Facebook, Twitter, etc. **Next steps: CDE leads will follow up with Gladis, Jeremy, and other CDE communications office staff to integrate this into communication plans**

Decision making: Consensus model, across the board, and then a plan for who gets to make the decision if consensus cannot be reached.

Moving the Work forward:

- How will we check on stakeholder consultation and coordination efforts from other spoke committees?
 - **Next steps:**
 - **SCPC members to ensure that each spoke has addressed Listening Tour feedback**
 - CDE leads will provide each SCPC member with a copy of the Listening Tour report and link upon release
 - **SCPC can review member lists of spoke committees to look for specific, intentional element in creating groups. Also look at goals across programs for program coordination components.**
 - Identify leads of program coordination groups and invite them to discuss
 - **One member of SCPC to visit each spoke committee to discuss:**
 - Offer of support to fulfill stakeholder consultation efforts,
 - review membership list (process of group creation or supplementing of membership),
 - review process for addressing listening tour feedback,
 - share ideas and find out how we can support,

- bring goals aligned with other programs and what are you doing to make alignment with those goals...”
- **Connect program coordination work and identify overlap between programs and spoke committees. Compile list of programs.**
- Future meeting dates
 - **CDE Leads will send out doodle poll for follow-up phone call the week of August 29th.**

By Friday 8/26, CDE leads will:

- 1. Email minutes for review**
- 2. Provide draft protocols**
- 3. Provide draft sign-up sheet/assignments**
- 4. Provide doodle poll for phone call**

Meeting Adjourned at 12:10pm