

Jefferson Middle School  
CLT Equity Team Meeting

Date:

**March 30, 2023 5pm-6pm**

**Date: March 30, 2023**

**Location: Zoom**

**Team members present: Elita Jenks, Stephanie Smith, Kip Malinosky, Alisha Potempa (ASL int), Nam Clark, Elizabeth Allen, Chanai Brewster, Joanne Mann, Lindsay McBride, Peter Anderson, Traci Holland**

**7 General Norms of Expected Collaboration: Pausing, Paraphrasing, Posing Questions, Putting Ideas on the Table, Providing Data, Paying Attention to Self and Others, Presuming Positive Intentions**

**Courageous Conversation 4 Agreements: Stay engaged, Experience discomfort, Speak your truth, and Expect and accept non-closure**

<b>Welcome:</b>	<b>10 Minutes</b>	<p><b>Welcome!</b></p> <p><b>What de-stressing activity are you most looking forward to next week?</b></p>
<b>Equity Projects: Breakout</b>	<b>25 Minutes</b>	<p><b>Equity Team updates: We'll be looking for more members for next year. A form about your intentions will be coming out soon.</b></p> <p><b>Data Dashboard</b></p> <p><b>Diversity Affirmations</b></p> <p><b>Restorative Justice</b></p>
<b>Equity Projects: Share-out</b>	<b>20 minutes</b>	<p><b>Updates from:</b></p> <p><b>Data Dashboard:</b></p> <ul style="list-style-type: none"> <li>•</li> </ul> <p><b>Diversity Affirmation Group</b></p> <ul style="list-style-type: none"> <li>• We looked at the data and discussed what we do as a school to build identity</li> <li>• We have some disconnects with testing, discipline.</li> <li>• We talked about mental health</li> <li>• We need to make sure students are aware of after school activities, and encourage them to join</li> <li>• How can we make sure our students are able to share their identities</li> </ul>

		<p><b>Restorative Practices</b></p> <ul style="list-style-type: none"> <li>• What do restorative practices look like in our building? What can it look like?</li> <li>• Have circles incorporated into TA lessons</li> <li>• Lead circles for staff as a <b>model</b> to show different ways to use circles</li> <li>• We are going to be the model middle school for restorative practices</li> <li>• Conflict is being referred to Mr. Jarosz, however, we can create a “cheat sheet” for restorative responses for smaller conflicts that can be addressed in the class</li> </ul>
<b>Next Steps</b>	<b>5 Minutes</b>	<p>Restorative Response Baltimore will be offering training in Circles after the school year ends in June  <b>Next meeting:</b> April 2023 5pm on Zoom</p>

## Preparing Equity Team Meeting Agendas

A clear, purposeful advance agenda that includes all team members is key to making sure that the Equity Team implementation plan remains a top priority and team motivation and meeting attendance stay high throughout the year.

Make sure your meetings stay grounded in your core implementation by referencing your school’s vision and goals.

- What action steps need to take place this school year to accomplish your goals, and when will they need to happen?
- How will the team measure progress toward goals?
- Who will be responsible for collecting data or documentation for the next meeting, and when can the team gather and reflect on benchmark data to practice continuous improvement?

Use a chart like the example of the DEI ET monthly calendar below to sketch out how your team will advance the school’s Equity Team implementation plan and engage in continuous improvement over the course of the school year.

			<b>December 15, 2022</b> 5:00pm-6:00pm	<b>January 26, 2023</b> 5:00pm-6pm	<b>February 23, 2023</b>	<b>March 30, 2023</b>
<b>meeting dates and times</b>	<b>October 27, 2022</b> 5:00pm-600pm	<b>November 17, 2022</b> 5:00pm-6:00pm				

<b>Equity Team Action Steps</b>	<i>Create committees to focus on local equity projects</i>	<i>Meet with Equity Sub-committees</i>	<i>Updates from Sub-Committees</i>	<i>Updates from Sub-Committees</i>	<i>Did not meet; Sub-committees continued working</i>	
<b>Tentative Deadline Dates</b>						