

CONGRESSIONAL  **SCHOOL**
DIVERSITY, EQUITY AND INCLUSION COMMITTEE

May 8, 2019

In attendance:

Vielka Asia Williams
Sandra Buteau
Mena Burke
Tinelle Davies
Darcy Franz
Brent Hinrichs

Sara King
Maxine McLeod Miller
Silvia Moore
Kim O'Neil
Chris Pryor
Mar Ramirez

Mary Beth Testa
Andrea Weiss
Crystal Willis

Tinelle opened the meeting at 8:18 am and referred to the agenda for an overview of topics.

Summer choice reading books

For those that need a copy, please let us know as we have them available.

- [*Blindspot: Hidden Biases of Good People* by Mahzarin R. Banaji and Anthony G. Greenwald](#)
- [*Waking Up White: And Finding Myself in the Story of Race* by Debby Irving](#)
- [*Real American: A Memoir* by Julie Lythcott-Haims](#)

Revisit Question Formulation Technique (QFT)

Silvia reminded the group that the questions derived from the QFT should be driving our work. The QFT was done by both the committee and faculty. There are two documents in the working group folder, one is the QFT for faculty and one for the Committee. Be sure to look at these as they should be feeding what we are working on.

Goals for the meeting

Tinelle reported on the goals for today. We will be in working groups. Complete your working group charter, work on your short term goals that will be finished by May 30 and set a long term goal that you plan to attack for next year.

Silvia reminded the committee that there are resources in the DEIC folder and that anything that is done in the working groups be written in the document: “we ask that someone keep minutes inside your document. There should be someone who is the minute taker and someone who is the resource person so that we do not lose this wonderful work we are doing. We don’t want to be the leaders, we want to be the ones who empower others so that this work lives beyond us.”

Working group break-out

The committee broke out into working groups.

Share out working group action steps

Silvia reiterated that this is a committee that gives suggestions to our Head of School and Directors. Any work that is done in the working groups is brought to the whole DEIC and then from there it goes to the Head of School and Directors, "We are working to move forward but we all have to agree that what we are doing is in the best interest of everyone."

Each working group reported:

Curriculum Working Group

Silvia reported on the Curriculum working group.

Charter: The Curriculum Working group will develop a process to examine our practices and existing curriculum to ensure that we are using books from authors from around the world; conversations are led with a world perspective that guide students to see multiple points of views; resources reflect the diversity of the world and are represented in the library/classrooms/internet; and students respectfully express curiosity about the history and lived experiences of others and can exchange ideas and beliefs in open-minded way.

Goal for June: Deliver cultural competency workshops. The QFT from the DEIC and from faculty had a lot of questions around what cultural competency is and there needs to be work around that. We'd like to ask Jen Cort to do a cultural competency workshop with the faculty. We will move that to our Head of School and Directors to ask for time at the end of this school year to do that.

Goal for next school year: Survey to the school, students and DEIC around comfort about cultural competencies. We will use a survey that is normed and standardized, the NAIS AIM survey. We will move that to the Head of School and Directors for September.

Recruitment and Retention Working Group

Tinelle reported on the Recruitment and Retention working group.

Charter: The recruitment and retention working group will work to ensure that the school environment reflects our broader community by supporting the mission of the DEIC in connection with the recruitment and retention of students, faculty, staff, administrators and trustees.

Goal for June: Take a snapshot and figure out where the school is now. Determine the current state of recruiting and retention. Nicole has already interviewed Gretchen Herbst and we have plans to interview Kim O'Neil, Brent Hinrichs, Andrea Weiss and Tinelle Davies. We plan to have this done by May 30.

Parent Support/Awareness Working Group

Chris reported on the parent support / awareness working group.

Goal for June: Schedule a meeting with CSPO and room parents. The room parents have been secured for next year as it has been moved to one parent per grade level. There is orientation on May 17, 2019. We will drop some bread crumbs at that meeting. The plan then will be to schedule a conversation between CSPO leadership, Tinelle and Silvia, before the first room parent meeting on September 17 on how we can best talk with CSPO and room parents about the DEIC work and get some buy in there, with an understanding that their work is to support the school's mission first of all.

Goal for next school year: At the first room parent meeting on September 17, 2019 talk more about the DEI work and our plans throughout the year and see what feedback there is from room parents as the parent leaders in the community. Have an understanding that the DEI conversation will be ongoing and talk about broad steps for the year.

Student Experience Working Group

Kim reported on the student experience working group.

Goal for June: Review the results from Alexis' student survey for her Capstone project and review the results from the parent survey from two years ago to identify gaps in knowledge and possible needs. See if there were any questions that got to student experience.

Goal for next school year: Review the current policy and procedures for students and adults in the community to register/communicate concerns, steps that are taken, and procedures for follow-up. Take a look at the August in-service and find opportunities to support teachers and provide them with tools. It would be important to happen in August so that all new faculty and staff hear it and are on the same page as we start the year.

The next DEIC meeting will begin at 8:00 am on Thursday, May 30, 2019.

Adjournment

The meeting was adjourned at 9:43 am.