



ESSA Stakeholder Consultation/Program Coordination Committee

Conference Call Follow Up: 1-866-684-8605

September 2, 2016,

9:00 am – 9:30 am

The purpose of this phone call is to follow up on decisions and next steps identified at the August 24 meeting and to follow up on documents emailed on Friday, August 26.

Participating in the call: Karla Setter, Theress Pidick, Alexandra Alonso, Heather Craiglow, Jessica Hollingshead, Pat Chapman, Lynn Bamberry, Kirsten Carlile.

1. Review of meeting notes:
 - a. Any requested changes? Ready to post?
SC/PC members reviewed minutes. No changes identified.

Next steps: CDE will post minutes to website, as recorded.

2. Review Draft protocols for collaborating with other spokes
Issue: Where is program coordination noted? What about the plans to develop a matrix?
Proposal: Program coordination piece can be part of convening program coordination efforts separates.

Recommendation: Item 4 can be a specific Program Coordination item to include language such as “Where do you see your committee aligning with particular or other programs?”

Issue: Should we define what meaningful stakeholder engagement looks like?

- For example, visiting SACPIE with decisions, including parent representative on spoke committee are examples of how you can meaningfully engage with parents.
- Inclusion of variety of voices, taking stakeholder feedback to table, engagement on front-end (not just feedback at the end), and consistent engagement throughout implementation.
- Link to CCSSO Stakeholder document:
<http://www.ccsso.org/Documents/2016/ESSA/CCSSO%20Stakeholder%20Engagement%20Guide%20FINAL.pdf>.

Next step for all members:

- Define meaningful consultation with checklist of “look-fors” and walking through process of what they have been doing relative to checklist and definition.
- This needs to be completed in time for coming spoke committee meetings.

Next step for CDE Leads:

- Set up Google Doc link and send out so that SC/PC members can work on refining protocol.
- Create Google sign-up sheet with known meeting dates.
- Communicate this plan to other spoke leads

4. How do we tap into other ESSA stakeholder consultation efforts?
 - a. How do we sustain stakeholder consultation, program coordination, and cross-organization collaboration after the plan has been approved and is being implemented?
SC/PC members discussed ways to sustain efforts from planning through to implementation

5. Discuss in-person meeting options moving forward
Decision: First finalize protocol, settle assignments to visit/contact spokes, and then follow up on discussion of times for future and virtual meeting dates.