



**JOINT INITIATIVE
TO
ELIMINATE THE ACHIEVEMENT GAP**

**Meeting Minutes
November 18, 2019
1:30 PM – 2:30 PM
AACPS Board Room**

Guiding statement: The purpose of this committee is to identify and initiate updated strategies in the eradication of achievement gaps between student groups.

- Greetings and Introductions were delivered
- Participants participated in an ice breaker activity where they selected an image that reflects how they felt about the work of the joint initiative so far? Purpose of this activity is to help the committee focus on the work. We need a commonality in this space.
- Summaries were provided by subcommittee's analysis of the feedback data from the September 23rd meeting. The questions answered for the analysis: What does the data say? Why does the data say that? Now what?
- A definition of SMART goals was reviewed (Specific, Measurable, Attainable, Relevant and Timely) which an emphasis on the "S" (specific) – Create a specific goal

6 W Questions when creating the "S" of the SMART goal:

1. Who: Who is involved?
2. What: What do I want to accomplish?
3. Where: Identify a location.
4. When: Establish a time frame.
5. Which: Identify requirements and constraints.
6. Why: Specific reasons, purpose, or benefits of accomplishing the goal.

Next Steps:

- Notify Dr. Gillins' office with your meeting dates, times, and locations. AACPS, AACo PD and City of Annapolis can assist with locations if you notify us of your meeting dates and times.
- In moving forward, consider the seven steps in the equity literacy case analysis approach.
- Community members who attended the September 23 meeting will be sent an email with the link of the joint initiative website to view committee members, meeting minutes, etc.
- Subcommittees can invite community members to their subcommittee meetings (optional).

Questions/Discussion

- Is there guidance with media concerns? Capital is interested in transparency about what we are working on. How can we maintain community confidence? This can be addressed with Mrs. Jackson's follow-up meeting with Dr. Purcell.
- The responses from data on 9/23 can be found on the website: [Joint Initiative to Eliminate the Achievement Gap](#)
- Consider waiting until we are further in the process, then reconvene at a high school hosting subcommittee meetings in classroom breakouts.
- Consider using Google Hangouts; AACPS is able to assist.
- Information can then be included on a Google site for sharing.

Next meeting: January 6, 2019, 11:30-1:00 PM at Arundel Center, Room 161.