### Committee Members Present
Sean Aker, Carrie Zimbrick, Brian Hilsabeck, Jennifer Hannan, Kourtney Fuerra, Ginger Redlinger (remotely), Dawn Moorefield

Others Present: Charlotte Pecquex

### Introductions & Purpose

1. **Who are we?**
   - The group did introductions and shared why they accepted the invitation to join the Regional Steering Committee.

2. **Purpose of the Steering Committee:**
   - The committee agreed it is best practice for the SSA Regional Steering Committee Meetings to be recorded and posted for transparency.
   - The Student Success Act is the result of Oregon House Bill 3427, which provides an additional two billion dollars for education and early learning in Oregon over the next two years.
   - The purpose of the SSA Regional Committee is not to write the ESD plan, but to provide guidance; to be sure the WESD’s plan is headed in the right direction and meeting districts’ needs before the plan is submitted to the Executive Council for approval.
   - There are successful models of support which can be replicated (such as CA and ELL, adult learning, coaching, consulting, data analysis and technical support).
   - Regional needs are being identified (collected from REN, CIP review, Data review, SIA Applications, & Behavior Mental Health Subcommittee).
   - The goal is to not for WESD to do the work, but to build districts’ capacity to do the work on their own.
   - REN’s purpose is meeting the needs of educators.
   - SSA’s purpose is meeting the needs of students.
   - There will be a significant amount of overlap between SSA work and REN work.
   - The Willamette ESD SSA Leadership Team includes Dave Novotney (Superintendent), Keith Ussery (Deputy Superintendent), Ella Taylor (Chief Research Officer), Sean Aker (SSA Coordinator), Ann O’Connell (Special Education Director), Justin Lieuallen (School Improvement Interim Director), Gretchen Brunner (School Improvement Coordinator), Brian Florip (Communications Coordinator) and Cye Fink (Migrant Services Manager)

### WESD Actions to date

1. Hired SSA Coordinator, Sean Aker
2. Identification of stakeholder needs (ongoing)
- Districts’ High School Success Plans and CIP Plans are being reviewed to help determine needs.
- Stakeholder groups that have offered input are:
  - WCC (Willamette Curriculum Coalition)
    - SEL
    - Academic
    - Math
  - Behavior/Mental Health Subcommittee
    - Special education
    - Technical support

**Executive Council**
- Questions about supports for districts

**Regional Educator Network**
- Will share clear ideas of what educators need (Issues be addressed in the January 27th REN Coordinating Body Meeting)

3. Established SSA Regional Steering Committee
   - Carrie Zimbrick (Willamina), Ginger Redlinger (North Marion), Joe Morelock (Newberg, TENTATIVE), Dawn Moorefield (Cascade), Jennifer Hannan (Silver Falls), Kourtney Ferrua (McMinnville), Autymn Galbraith (Dallas), Brian Hilsbeck (Salem-Keizer), Sonia Kool (Woodburn, TENTATIVE)

4. WESD systems of support for SIA Applications
   - SIA Plans must be submitted between March 2 and April 15, 2020.
   - WESD will help districts develop, review and implement SIA Grant Plan

5. Structure for Regional SSA Cross-Functional Team
   - All Members: Equity lens, poverty, professional learning, engagement
   - Process Skills: Multi-tiered Supports, Improvement Science, Coaching
   - Content Specialization: (Potentially SEL, Behavior & Mental Health, Math, Literacy, ELL, Data & Analytics)

### SSA Regional Steering Committee

1. Team thoughts about initial Cross Functional Team Member to hire:
   - Sean informed the group the WESD has been working to identify districts’ needs.
   - Should WESD hire an SEL Specialist and a Mental Health & Behavioral Specialist as soon as possible?
   - Kourtney said her district has a lot of positions to address SEL and mental health & behavioral needs, but they need common training and common language.
   - Sean shared we may have forums for groups to come in and inform districts about what they can do to help meet students’ needs.
   - Carrie pointed out it’s important for teachers to know academics are on the front burner. Other things can be intimidating to teachers. We need to “help teachers be the best they can be at what they got into the job for” (teaching academics).
• Brian brought up the importance of early learners. Students need to be prepared when early learners enter school and schools need to be adequately prepared for them.
• Kourtney asked about equity; maybe an equity forum?
• Ginger feels it’s too soon to hire. Maybe we should wait 30 days.

2. Team thoughts about regional forums for:
   • School Safety
   • SEL/Mental Health & Behavior
   • Early Learning
     Do you think we should have forums to bring people in to share their models?
     The WESD SSA Leadership Team would plan the forums.
     Possible groups for forums: Lutheran Family Services, Angie Fasana (Educational Director, Grande Ronde, Mano a Mano, NAACP, Trillium
     Please send Sean information regarding possible groups for forum panels.

3. Communication plan to inform stakeholder groups and Executive council (approving body)

4. Points of interest or concern to discuss prior to February Steering Committee Meeting
   • We need to consider how we will make decisions. Do we need a consensus? Do we go with the majority, or should decisions be unanimous?
   • We will discuss information from the January 27th REN Coordinating Body Meeting.

5. Determine recurring day for monthly meetings
   • With so much happening, it will be best if we have regular, monthly meetings.
   • Would it be helpful if they are a recurring day and time?
   • Sean will send a Doodle Poll to determine best day and time.