

## RJIO Scope of Work and Timeline Overview Anaheim Unified High School District

During the course of the RJIO program, the following sequence will happen simultaneously at Cypress and Katella, with possible opportunities to engage across school communities.

July	<p>Program launch:</p> <ul style="list-style-type: none"> <li>● Welcome and program overview</li> <li>● Scheduling and logistics for <a href="#">Racial Equity Audit</a></li> <li>● Discuss who will compose the <a href="#">Racial Equity Leadership Council</a></li> <li>● Determine which school leader will participate in Executive Coaching</li> </ul>
August - September	<ul style="list-style-type: none"> <li>● Begin <a href="#">Racial Equity Audit</a> data collection with school community.</li> <li>● Relationship and community building with RELC and leadership team.</li> <li>● Executive coaching for selected school leader (typically principal or head of school) begins. The goal of coaching sessions overall is to support the development of an anti-racist leadership practice. Coaching up to two (2) hours each month.</li> <li>● Key stakeholders attend flagship <a href="#">Talking About Race training</a>.</li> </ul>
September - October	<p>RELC and leadership continue building community via RELC meetings and Executive Coaching sessions. RELC and leadership engage in “freedom dreaming” and determine core values for anti-racism at school.</p>
October	<p>Racial Equity Audit report is shared with leadership, RELC, and the school community.</p> <p>Based on audit findings, RELC begins to craft a Racial Equity Strategic plan. This process is variable based on the additional learnings and resources required to attend to the multiple findings in the racial equity audit. Examples of prior initiatives included in plans include: hiring and recruitment, mission and vision, and culturally relevant pedagogy.</p>
November - May	<p>In partnership with RJIO Team Lead, continue crafting Racial Equity Strategic plan and/or begin implementation on one or more initiatives in the Racial Equity Strategic plan. They also continue refining and revising the plan as needed. Additional trainings can be contracted for this time.</p>
May	<p>Exit surveys / interviews. Agree on and solidify next steps for the school.</p>

**Total Cost:** \$40,000\* per school

*\*Please note that prices are subject to change beginning September 1, 2021.*

## **Client Contact Hours**

The aforementioned Scope of Work at each school will be managed by CRJE's assigned Team Lead. Team Leads are expected primarily to support the RELC and coordinate trainings. In addition, they will provide up to two (2) hours per month of project management support, directly with school-based leadership.

## **Racial Equity Audit**

Through a community-driven and data-informed 'racial equity audit' process, CRJE will uncover the most pressing racial justice needs within the community. Organizations will gain a set of recommendations for building a stronger institutional foundation for racial equity work. The organization's leadership can then present the findings of this report to key stakeholders, with CRJE's support, for discussion and implementation.

The components of the Racial Equity Audit are:

- Organization-wide surveys for staff, students, and families
  - Beliefs about and experiences with anti-racism, organizational culture and climate
- Semi-structured interviews
  - Experiences of race and racism in the community, visions for change
- Multi-racial focus groups
  - Experiences of race and racism in the community, visions for change
- Document Analysis
  - Mission and values
  - Existing administrative data

## **Racial Equity Leadership Council (RELC)**

The RELC structure is akin to a Professional Learning Community (PLC) with an explicit emphasis on racial justice and equity. It is a space where educators from different corners of the organization come together to vision, plan, reflect, and take action towards promoting anti-racism in the larger school / organizational community.

Membership: We recommend the RELC be composed of a cross-section of stakeholders vertically and horizontally across the organization. Groups of 12 -15 tend to function well, but this number varies depending on the size of the organization. Recommendations for membership composition:

- At least one administrator
- Several teachers across grade bands
- At least one paraprofessional or student support person, if applicable
- At least one parent / family representative (i.e., family coordinator)
- Student representation is encouraged, as appropriate

Logistics: We recommend that the RELC meets at least 2x per month, 60-90 minutes each.

CRJE will:

- Provide one (1) Team Lead who will consult with the RELC for up to six (6) hours each month, supporting the development of racial analysis, strategic planning, and/or implementation of racial equity initiatives
- Support the RELC in developing their purpose and position within the infrastructure of the school community
- Support the RELC in interpreting the data from the Racial Equity Audit, as well as identifying additional sources of data to examine (i.e., hiring practices, pedagogy, etc.)
- Provide curated resources to support the reflections and initiatives taken on by the RELC members

Previous RELC initiatives and outcomes:

- Revising vision and mission statements of the school
- Extensive curriculum audit
- Crafting and leading staff PD sessions
- Storytelling of neighborhood history
- Critical examination of discipline policies
- Hiring and retention of staff
- Racial affinity groups
- Surfacing and addressing issues in staff culture

### **Talking About Race Training**

In this flagship 6-hour training, participants will strengthen their analysis of how racism manifests in their organization, enhance their understanding of how racism affects children, practice utilizing tools to address race and racism with students, and gain strategies to support an organizational-wide culture of respect, equity, and inclusivity. By the end of the training, participants will: deepen their knowledge of the history and definition of race and racism, enhance their understanding of the how race and racism manifests in institutions and the lived experiences of youth, practice applying a racial equity lens to scenarios related to race and racism in the organizations, and gain strategies for creating racial equity in institutions.

Participants: This training can accommodate up to 2 separate groups with up to 35 participants in each group. Participants will be selected and coordinated based on the school's and CRJE Team Lead's recommendations.

NB: Additional training sessions can be contracted for additional fees separate from this agreement. Trainings beyond the scope of "Talking About Race" can be contracted for additional fees separate from this agreement.