



Oregon Department of Education

Kate Brown, Governor

Salam A. Noor, Ph.D.

Deputy Superintendent

255 Capitol St NE, Salem, OR 97310

Voice: 503-947-5600

September 22, 2015

Dr. Karen Fischer Gray
Superintendent
Parkrose School District
10636 NE Prescott
Portland Oregon 97220

Dear Dr. Fischer Gray:

On behalf of Governor Kate Brown and the Oregon State Legislature, I am inviting you to serve as an advisory group member for the African American/Black Student Success Plan as outlined in House Bill 2016.

The African American/Black Student Success Plan Advisory Group will provide the Oregon Department of Education (ODE) and other education partners with specific strategies for developing and implementing the work of House Bill 2016. This bill directs the Oregon Department of Education to convene an advisory group to provide advice on the development and implementation of a statewide plan for African American/Black students who are in early childhood through post-secondary education programs by examining academic and culturally appropriate best practices in this state and across the nation.

The plan will provide strategies in all indicators of academic success for African American and Black students: address the disproportionate rate of disciplinary incidents; increase parental engagement; increase the engagement of students in educational activities before and after regular school hours; increase early childhood and kindergarten readiness; improve literacy and numeracy levels between kindergarten and grade three; support student transitions to middle school and through the middle and high school grades to maintain and improve academic performance; support culturally responsive pedagogy and practices from early childhood through post-secondary education; support the development of culturally responsive curricula from early childhood through post-secondary education; increase attendance of plan students in community colleges and professional certification programs; and increase attendance of plan students in four-year post-secondary institutions of education.

An implementation timeline has been developed for this legislation:

October 2015: Convene Advisory Group

December 2015: Progress Report Due to Oregon Legislature

February 2016: Submit 1st Biennial Report to the Oregon Legislature

April 2016: Award grants to implement strategies developed in plan

Given the historical importance of this endeavor and this ambitious timeline, I am personally requesting your experience and expertise on this advisory group. It will require a commitment from you, but is one that will have a lasting impact on the lives of African American/Black students and families for generations come.

The first meeting of the advisory group is scheduled to take place on **Friday, October 23, 2015**, from 9:00 a.m. to 2:00 p.m. The meeting will be held in Rooms 102-103 of the Oregon State Library on the Capitol Mall. This space is directly across from the State Capitol.

The **second meeting is scheduled for Friday, November 6, 2015**, and the **third meeting is scheduled for Tuesday, November 17, all from 9:00 a.m. to 2:00 p.m.** at a location to be determined.

I am attaching an addendum to this letter outlining state rules regarding parking and travel. Please respond directly to Equity Director David Bautista and his Executive Support Staffer, Victoria Garcia, to let them know you are agreeing to take on this important task.

Again, I thank you in advance for serving on this advisory committee.

Sincerely,

A handwritten signature in blue ink, appearing to read "Salam A. Noor".

Salam A. Noor, Ph. D.
Deputy Superintendent of Public Instruction

Cc: House Speaker, Representative Tina Kotek
Representative Jodi Hack
Lindsey Capps, Interim Chief Education Officer and Education Policy Advisor to the Governor

State Rules: Parking, Meals, Travel

The mission and vision of this work will be revisited at that time to determine next steps. Depending on the time required for this work, breakfast and/or lunch will be provided. You will also be reimbursed for travel costs during the time period of your appointment as described below:

- Roundtrip cost of private car mileage from your residence to the meeting site will be reimbursed at the current per diem rate at the time and location of each meeting. This rate is currently \$0.575 per mile.
- Parking will be reimbursed at the actual cost. Please provide original receipts. Receipts are not needed for metered parking.
- For those of you traveling 70 miles or more to the Salem area, you will be reimbursed up to \$89/night + tax for lodging and up to \$51 per day for meals. If meals are provided during advisory group meeting times, they will be subtracted from the daily per diem.
- If meetings are held in Portland, and you are traveling 70 miles or more to Portland, you will be reimbursed up to \$151/night + tax for lodging and up to \$64 for meals.
- **Please note that meals may only be claimed with an overnight stay.** For lodging reimbursement, an original receipt with a zero balance is required. (Be sure to ask for Government rates when booking lodging). No receipts are required for meals.
- If you submit an Expense Claim to the ODE, then you agree that you will not accept any travel awards as a result of this state trip. Travel awards include, but are not limited to, hotel or visa customer awards.
- **A copy of this appointment letter must be submitted with your Expense Claim.**

A reminder of the venue and relevant information for this meeting will be sent to you by e-mail prior to each meeting.

It is the policy of the State Board of Education and a priority of ODE that there is no discrimination or harassment on the grounds of race, color, sex, marital status, religion, national origin, age or disability in any educational program, activities, or employment.

All ODE meetings are held in accordance with the open meeting laws and accessibility requirements. If you have questions about equal opportunity or nondiscrimination, or you have a disability and need assistance in order to participate in the meetings, please contact Victoria Garcia at victoria.garcia@ode.state.or.us or by e-mail at 503-947-5601.

We look forward to collaborating on this important effort.

Approval #269