



March 30, 2016

Via electronic mail and U.S. mail

Jeff Harris, Superintendent
Del Norte County Unified School District
301 West Washington Blvd.
Crescent City, CA 95531
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Re: Agreements from March 16 AIEAC meeting

Dear Jeff,

It was good to finally meet you in person at the March 16 American Indian Education Advisory Council (AIEAC) meeting. It was very helpful to me to attend the AIEAC meeting in person and more fully understand how the District intends to partner with the AIEAC to complete the needs assessment and design a comprehensive professional development program pursuant to Section 3 of the District's Settlement Agreement ("Agreement") with the ACLU. I very much appreciate the robust discussion in which we all participated regarding the development of the professional development plan.

I have summarized below my understanding of the agreements that were made during the March 16 AIEAC meeting as the discussion related to implementation of Section 3 of the Agreement. Please let me know by Wednesday, April 6 if you have a different understanding of the agreements listed below.

1. Formal recognition of the AIEAC as the District's partner in implementing Section 3 of the Agreement.

The AIEAC by-laws, which are still in draft form, will formally acknowledge the voting members of the AIEAC. The by-laws will also formally acknowledge that the AIEAC is an advisory council to the District and/or the Del Norte County Office of Education, and ideally both entities. Passage of the by-laws will be voted on at the next AIEAC meeting on April 13, 2016.

After the by-laws are passed, the AIEAC will enter into a Memorandum of Understanding (MOU), which is still in draft form, delineating the responsibilities of the AIEAC in partnering with the District to complete a professional development needs assessment and design a

comprehensive professional development program pursuant to Section 3 of the Agreement. Approval of the MOU will be voted on at the next AIEAC meeting on April 13, 2016.

2. Completion of a professional development needs assessment.

The professional development needs assessment is ongoing. The AIEAC has identified some specific needs that should be addressed in the District's program of professional development on the topics of cultural competence, diversity and implicit bias. The District has also identified some specific needs and plans to survey teachers before the end of the 2015-2016 school year as part of the assessment process.

There was general agreement during the March 16, 2016 meeting that school staff "don't always know what they don't know," particularly on the topics of cultural competence, diversity and implicit bias. Therefore, members of the AIEAC, and the tribal councils of the American Indian nations represented on the AIEAC, will be surveyed before the end of the 2015-2016 school year as part of the professional development needs assessment required by Section 3 of the Agreement.

Although this was not explicitly discussed at the March 16 meeting, presumably the District and AIEAC will need to jointly confer to develop the survey form(s) to be used to conduct the needs assessment. There was no discussion or distribution of any survey form(s) during the meeting, and so it appears the survey form is still being developed. A deadline needs to be set by which time the survey will be completed and the AIEAC will review the survey results in order to issue findings and partner with the District to design the professional development program.

3. The District and AIEAC will issue findings from the needs assessment.

During our conference on December 2, we agreed that the District and AIEAC will issue findings from the results of the needs assessment. There was no discussion during the March 16 AIEAC meeting about how or when this will be accomplished. A deadline needs to be set by which time the District and AIEAC will issue findings from the results of the needs assessment.

4. The District and AIEAC will issue a formal recommendation for the District's program of professional development in cultural competence, diversity and implicit bias, including a plan for implementation of the program.

During our conference on December 2, we agreed that the District and AIEAC will partner to create a plan for implementation of the District's professional development program that will incorporate formal recommendations arising from the findings of the needs assessment, and the plan will be sent to the ACLU by no later than July 1, 2016.

It was agreed at the March 16, 2016 AIEAC meeting that Steve Godla will reach out to a specific consultant to ask her to provide technical assistance to the AIEAC to develop the professional development plan in partnership with the District. It was also generally agreed by the group that other individuals may be needed to provide technical assistance to the AIEAC in partnering to develop the plan. For example, Jan Wortman is in touch with individuals who specialize in implicit bias training and whose expertise may be needed to provide such training as part of the District's professional development plan. Jim McQuillen, the AIEAC Yurok Tribe representative, suggested that it may be most efficient and effective for the AIEAC to reach out to the consultants from the University of Oregon who are assisting the Eureka City Schools to develop their professional development program on cultural competence, diversity and implicit bias, to ask them to provide technical assistance to the AIEAC and District in the development of its professional development program on the same topics.

Summary of Timeline

Below is a summary of the tasks and timelines that have been discussed between us, and by the AIEAC, to develop a professional development plan on the topics of cultural competence, diversity and implicit bias pursuant to Section 3 of the Agreement:

1. By April 13, 2016, the District and AIEAC will pass AIEAC by-laws to create a cohesive body and governing structure.
2. Before June 16 (the last day of the 2015-2016 school year), the District and the AIEAC will agree to an MOU regarding their partnership to design a professional development plan.
3. Before June 16, the District and the AIEAC will develop a survey form to be used in the professional development needs assessment and complete the assessment.
4. Before July 1, 2016, the District and AIEAC will issue findings from the needs assessment.
5. Before July 1, 2016, the District and AIEAC will issue a formal recommendation for the District's program of professional development in cultural competence, diversity and implicit bias, including a plan for implementation of the program.

I am extremely concerned that this timeline will not be met considering the amount of work that will need to be done between now and July 1, because the AIEAC only meets once a month for two hours to discuss a broad range of topics. The time set aside for AIEAC meetings is insufficient to accomplish the goals listed above.

Moreover, certain tasks listed above will need to be completed well before the noted deadline; for example, the District and AIEAC will need to issue findings from the needs assessment well before July 1, because those findings will form the foundation for the professional development plan which is due on July 1. Therefore, pursuant to my obligation to monitor the Agreement, I

request that an updated timeline for accomplishing these tasks be sent to me as soon as possible, but no later than April 30, 2016.

Please do not hesitate to contact me at 415-621-2493 x383 if you wish to discuss anything in this letter further.

Sincerely,



Linnea Nelson

Education Equity Staff Attorney

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