

OSU Extension Service
Outdoor School Advisory Committee Meeting
 4-H Conference and Education Center, Salem

May 5-6, 2017

Agenda (page 1), Notes (pages 2-7) Year 1 - Recommendations (Page 7 & 9)

Outcome(s):

1. Process for establishing agreements, work orders and invoices are reviewed and completed and ready for use in July.
2. Guidelines, criteria, and reporting guidelines are finalized for 2017-2018 school year.
3. Advisory Committee (AC) communicates with Work Groups and OSU about priority projects.

Objectives:

- Recommend agreement and grant guidelines for funding school districts and ESD's to OSU Extension (outcome 1)
- Define task priorities actions and identify timeline for year 1 and 2 (outcome 2 & 3)
- Identify OSU structure and get to know OSU faculty working on ODS (outcome 3)
- Review AC and Work Group (WG) job descriptions and establish chair, WG liaisons and operational procedures. (Outcome 3)

Friday, May 5

9:00 am – 10:25 am	Registration
10:30 am – 12:00 am	Welcome, Introductions, and overview
12:00 pm – 1:00 pm	Lunch
1:00 pm – 2:30 pm	Parts to the Whole: Mapping Outdoor School
2:30 pm – 2:45 pm	Who will do the work? Who are we?
3:30 pm – 4:55 pm	Introduce OSU Coordination Team
4:55 pm - 5:00 pm	Wrap of day (5 min.)
	Evening Activities

Saturday, May 6

6:30 am – 8:20 am	Breakfast - Clark Dining Hall
8:30 am – 8:40 am	Our Words –reflection of values, beliefs, and principles Fast paced
8:40 am – 8:50 am	Overview of Saturday
8:50 am – 9:05 am	AC Guiding Principles
9:05 am -10:30 am	AC Structure and WG Roles
10:50 am -12:00 pm	Table Talk – Getting ready to Launch: What will it take
12:00 pm - 1:00 pm	Lunch
1:00 pm - 2:00 pm	Recommendations for Year 1 Implementation
2:00 pm - 2:35 pm	Sorting and assigning – Sub-Groups and Timelines
2:35 pm – 3:00 pm	Next Steps, Summary and Meeting Evaluation



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Meeting attendees: See Advisory Committee Member List: <http://oelp.oregonstate.edu/outdoorschool>

Welcome, Introductions, and overview

Getting Acquainted – Introductions and *why* we are here activity

Welcome and overview: Scott Reed

- Advisory Committee is part of a historic moment as we launch first-ever outdoor school for every 5th or 6th grade student in Oregon. Our role is to build the foundation for a durable program.
- OSU Extension has a commitment to outreach and engagement. OSU has served Oregon since 1911, has a presence in every OR county. OSU Recognizes the hundreds of stakeholders who made this program a reality and the trust placed in OSU to deliver their dream.
- AC Charge: Represent stakeholders from across the state –engage those in your community. Consider the challenges and obstacles faced by students, parents, teachers, school administrators, camps, and program providers in regards to ODS and help us find pathways that are flexible and innovative in meeting their needs. Stay involved -commitment and involvement is essential to ensuring the success of the program.

OSU Progress to date: Scott Reed

- Scoping group to advise on start-up and formation of advisory committee structure
- Communication with stakeholders
- Job posting for ODS Leader position
- ODS grant/Agreement Process
- Timeline for roll – up
- Formation of Advisory Committee and Work Groups

Lunch Time Activity: Critical Connections

List 3-5 attributes, experience, or skills that they bring to the work of this AC on post-it and then attached to the lower edge of name badge-use the information listed to get to know one another a bit better.

Parts to the Whole: Mapping Outdoor School -*What are all the elements or tasks that need to be considered in building a statewide program?*

Group work on one of the topics listed below. Relevancy and Accessibility

1. Relevancy and Accessibility
2. Funding & Application process
3. Outcomes and Impact
4. Operational
5. Implementation
6. Outreach and Communication

Record elements on post-its (one element per post-its) and place on chart paper. Review other groups work and add any additions as they review. Prioritize on Timeline chart, post elements on the timeline where you think the item will need to address.

- May 2017 Meeting
- Post May Meeting and by July 1 (sub-Groups)
- July 24 & 25 meeting

Implementation of ODS Program: Who will do the work? Who are we?

OSU Extension Implementation Structure:

- OSU Extension is charged with assisting school districts and education service districts in providing outdoor school programs. They are to provide assistance by administering a grant program, providing program leadership and providing program maintenance. The ODS AC was named in ORS327.390 for the purpose of Ensuring geographic and demographic diversity and representation of diverse stakeholders and providing recommendation on standards, distribution of funds. The ODS Work Groups were identified for the purpose of assisting the ODS AC and OSU Extension. Their role is to identify and recommend to the

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AC best practices, guiding documents, and resources in specific content areas. The WGs are also a way to engage more stakeholders in this work. There will be an AC liaison connected to each group.

- Other Key Partners: Gray Family Foundation, the Oregon Forest Resources Institute and the Friends of Outdoor Schools.
 - Gray Family Foundation <http://grayff.org/outdoor-school-for-everyone/>. Collecting ODS School data, camp inventory, funding projects, supporting OSU ODS program development, and developing resources.
 - Oregon Forest Resources <http://learnforests.org/> Institute supporting OSU ODS program development, piloting ODS professional development workshops for 5-6th grade teachers.
 - Friends of Outdoor School <https://www.friendsofoutdoorschool.org/home.html> Support outdoor school program development with financial support of Advisory Committee and Works Groups. Working to support every 5th or 6th grader attending outdoor school.

Introduction OSU Outdoor School Coordination Team:

- Jennifer Alexander – Director of Extension and Experiment station Communication:
- Jack Breen – OSU UABC Manager, financial functions.
- Ana Lu Fonseca, Asst. Director Diversity, Equity & Inclusion (DEI).
- Jim Johnson, Extension Forestry and Natural Resources Program Leader, Senior Associate Dean in College of Forestry.
- Maggie Livesay, OSU 4-H faculty, Benton County, 4-H and natural resources, works with youth programs, volunteers, stakeholders.
- Jackie Russell, Administrative Assistant to Scott Reed and provides support to Outdoor School Program.
- Susan Sahnaw, Outdoor School Program Leader (temporary assignment).
- Scott Reed, OSU Extension Service Director and Vice Provost for University Outreach and Engagement.
- Jeff Sherman, OSU Open Campus and Strategic Innovations.
- Lindsey Shirley, Associate Provost O&E/Associate Director.

Saturday Morning, May 6

Context

Our Words –Reflection of values, beliefs, and principles related to Out

AC Guiding Principles A set of shared beliefs that act as compass for navigating change, growth, and development. ***What are the principles that will guide your work on the AC?***

AC drafted a long list of guiding principles to add to those to those created by stakeholders in January. Norie Dimeo-Ediger, Catherine Alexander, Randy Jones will take chart put into one cohesive format and send to the group for review

Advisory Committee and Work Groups. Review and clarification of Job Descriptions.

Upcoming Meetings

- Next Meeting: July 24 & 25, location TBD

Future Meetings

- Consider ESD or School locations (during summer). Clackamas ESD – good broadband and space (multiple break out rooms).
- Yearly AC Meetings: October – November (noon-to-noon meeting) and Jan. to early Feb
- School year best time for meetings (educators can get subs), summers weekends better than weekdays (week days are difficulty many involved in summer programs)

Suggestion to send agenda out prior for review and comments

Membership

- Term of Service clarification: May 1 to April 30
- Initial membership is 1, 2, and 3 year terms: In the future member choose a term of service when applying.

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- Members designate a representative if they cannot attend but member needs to ensure designated representative is current on issues, needs, actions, etc for participating in AC meeting
- Sub-committee role will help in future AC member selection with final decisions by the Extension Director, Scott Reed.

AC Chair Selection

- Scott will communicate with those who indicated interest.
- Helle shared with the group her role as the Extension Citizen Advisory Network Chair (ECAN) Chair – provides Scott with information that SC should address, chairs or co-chairs meetings with Scott.
- Scott’s: ECAN SC Chair is spokesperson
- Positions suggested: Chair, Chair-elect – built in succession plan, Past-chair position also useful
- How long is the chair term? Consider 2 year.

Work Groups Role

- Identify needs and interests of stakeholders, resources that reflect best practice of criteria set by the OSU Extension Director, assists in the development of resources, and, as needed, develop materials and resources
- Work Groups work closely with a member of the ODS AC who serves as a liaison: See below:

<u>Outdoor School Sites</u> (Camps Facilities) ○ Bill Hunt <u>Curriculum</u> ○ Norie Dimeo-Ediger ○ Kathryn Skimas ○ Steve Tritz	<u>On-site Programming</u> ○ Gladys Ruiz ○ Priscilla Ing ○ Charlie Anderson ○ Anton Grube <u>Thinking Forward</u> ○ Nancy Bale ○ Gary Myers ○ Carla Wade ○ Pat Willis	<u>Professional Development</u> ○ Linda Hilligoss ○ Jon Yoder <u>Research, Assessment & Eval.</u> ○ Shoni Pilip-Flora ○ Lauriel Amorso
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Work Groups

- Work groups look at priorities and do research prior to July meeting
- Work Groups Timeline:
- Early May: AC liaison to WGs identified. Set meetings with Work Groups (virtual)
- Late May to early June: WG Meetings
- June & July: WGs draft work plans and timelines to share with AC
- July 24 & 25: attend meeting **with Advisory Committee**

Increased Representation: Who and How? (Chart)

- | | | |
|---|--|--|
| <ul style="list-style-type: none"> • Who is not represented? • Soil and water • Tribes • STEM Hub • Afro-American demographics • Outdoor products | <ul style="list-style-type: none"> • League of Oregon Cities • AOC • Healthcare • Hispanic • LBGTQ • State Parks | <ul style="list-style-type: none"> • API (Asian Pacific Islander Community) • Natural Resources • Student leaders |
|---|--|--|

- Decision: Add 5 people to AC, over next few months
- Group Prioritized list (above) - Indicated H, M, L priority on flip chart (high, medium, low priority)- Highlighted groups prioritized highest for inclusion on AC.

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- Recruitment: Use application process. AC and networks assist. Advertise to groups and organizations that fit these priorities.

Table Talk: Getting ready to Launch: What will it take

Topics for Discussion: Accessibility, Curriculum, Outreach and Communication, What is ODS, Legal Requirements, Implementation

- Process: 15 min. at 3 topics of choosing to discuss issues, concerns, thoughts and Idea.

Saturday Afternoon, May 6

Recommendations for Year 1 Implementation

Choose 1 topic for developing recommendations. Group develop recommendations and concerns. Post for review and comment by other groups. Original topic group revise as needed. Each group share recommendation and concerns and lead discussion with large group. After adequate discussion use dots to indicated highest priorities for year one implementation recommendations.

Next Steps

Review by OSU Extension Director

Requests for clarification or input sent to AC group

- Finalize and send to AC group

Review Key Tasks and any additional items

Assignments & Commitments

Task	Who	When
Key messages (AC member use with legislators)	Jennifer	May
Email OSU Extension staff attending meeting	Susan	May
Guiding principles compilation	Norie/Randy/Catherine	May
Change AC JD language on 3 yr commitment to reflect 1-3 choice for commitment.	Susan	May
Subcommittee application DEI subcommittee WG	Susan and Nancy	n/a
Adapt Gray family ODS Application	Susan/Nancy	n/a
Bio of Advisory Council members	Susan	May
Change WG Name from Camp Facilities to Outdoor School Sites	Susan	May
Bios and photo of AC members for website.	Susan	May
Advisory Committee liaison to Work Groups Assignments <u>Timeline:</u> Early May: AC liaison to WGs identified. Late May to early June: WG Meetings June & July: WGs draft work plans and timelines share with AC July 24 & 25: attend meeting with Advisory Committee	All	

Sub – Committee Assignments

Sub-committees were formed based on some broad categories that AC members felt needed further attention and development. Responsibility is to consider the topic of your committee, address the following questions, and provide a draft recommendation to the AC by July 10.

Guiding Questions to consider:

1. What factors or tasks need to be done in this area?
2. Whose responsibility is it? AC, WG, OSU Extension?
3. Is there a plan of action to be developed?
4. What needs to happen and when?

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Sub-Committees

Communications: Pricilla Ing and Catherine Alexander

Notes from Meeting

- Outreach to schools about funding opportunity, resources, etc.
- Review and comment on operations and communications plans
- Outreach to non-traditional audiences
- Provide input and guidance on cultural relevancy and inclusive language.
- Consider communication and outreach needs to districts and ESD's

Partnership Development: Randy Jone, Bill Hunt, Dorothy Mason, Gladys Ruiz, Helle RuddenKlau

DEI: Norie Dimeo-Ediger, Lauriel Amoroso, Susan Sahnaw

AC Milestones: Carla Wade, Nancy Bales, Bruce Rhodes

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Outdoor School Advisory Committee Year 1 Recommendations to OSU Extension Director

Recommendations and concerns were identified in the following areas: Accessibility, Curriculum, Definition of Outdoor School, Implementation, Outreach and Communication, and Legislative Requirements.

Recommendations and concerns are listed from highest priority to lowest priority per Outdoor School Advisory Committee ranking. If recommendation or concern received 0 marks, it is not included in this list but remains in the original record.

Accessibility

Recommendations:

- Identify resources and people with expertise in common accessibility issues
- Define accessibility
- Materials in multiple languages
- Baseline data collection (in progress)

Concerns:

Curriculum

Recommendations:

- Allow Schools, ESD's and ODS Programs to use current curriculum if already doing ODS
- Develop and implement self-assessment tool based on 327.390
- Provide curriculum models for schools not doing ODS.
- Provide student leadership development component.

Concerns:

- Do we need to create pre-post curriculum? If so, what?
- How to address/assess key concepts and soft skills?
- How to avoid cultural appropriation?
- Where/when will formal standards be addressed?
- How to honor cultural experiences and diverse perspectives?
- Do we need curriculum/guidelines for program staff (high school)?

Definition of Outdoor School

Recommendations:

- Promote and support development of residential programs
- Include standards based education content and 21st Century skills

Concerns:

- Definitions need to be developed:
 - Outdoor School
 - Duration
 - Equivalency (of experience)
 - Residential
 - Immersive
 - Culturally-relevant Implementation

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Implementation

Recommendations:

- Simple first year application based on Gray Family Foundation application
- Funds allocated per student, per night/day - not based on program.
 - Communications update to stakeholders and schools that includes:
 - Waiting to fund out about funding
 - Even if funded, may not cover full cost of students attending in year 1
 - Info about Advisory Council Committee work
- One funding cycle per year, not split by session
- Schools who work with ESD's need to decide who applies (the school or the ESD).

Concerns:

- If funds are divided evenly amongst all students there still might not be a "facility" or program for them to attend.
- Equitable funding and access.
- Private and homeschool students? How are they able to access - they are a student in the state. (More conversation needed!)
- What happens to funds "allocated" to students but that don't get used?
- How do day programs fit in?

Outreach and Communication

Recommendations:

- Support existing programs and build relationships with new programs in line with our DEI goals
- Identify an over-arching specific message for all audiences (not just to programs poised to begin).
- Take advantage of existing communication channels (SOESD's, etc.)
- Allocate resources to translate resources in as many languages as needed.
- Plan should include talking points, news releases, applications, and distribute widely to external and internal stakeholders

Concerns:

- Which work team assist with these?
 - Branding & Marketing
 - Regional Coordination
 - Teach on special assignment

Legislative Requirements

Recommendations:

- Define equivalent ASAP and communicate.
 - Recommend allowing non-residential option year 1 then ramp up plan in following years.
 - Define beyond length of program – consider scaleable option with minimum?
 - Recommend connected multiple day programs (if not residential).
- Consider state model of ADMW per student (to address inequity of resources)
- Establish rubric for meeting ORS requirements, priorities ... ASAP

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- Recommend tiered funding scale (based on experience provided) (need OSU Ext or Work Groups to define)
- Counter recommendation to previous recommendation: Do a per-student flat \$ distribution in year one (for ease of distribution)—Note that this received significantly less votes

Concerns:

- Equitable distribution of funds - include transportation costs? Choice vs. necessity.