

# King County Promise Leadership

Implementation of King County Promise is guided by a coalition structure, led by a number of organizations playing complementary roles, facilitated by Puget Sound College and Career Network (PSCCN), in partnership with King County Department of Community and Human Services (DCHS) and other primary funders, and Promise Partnerships. The structure and charges for these work groups was established following research from similar Promise programs nationwide, input from education stakeholders, and best practices. To ensure Promise Partnerships establish and maintain shared responsibility and mutual accountability for service delivery and continuous improvement, Partnerships will establish a shared governance model and participate in the KCP cross-system regional working groups outlined below, supported and staffed by PSCCN.

Details are listed below. The schedule for convening groups is detailed on the King County Promise Calendar.

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## Executive Leadership Team

Staffed by: PSCCN

This team monitors progress towards KCP long term and regional vision and identifies and establishes KCP regional priorities. This group addresses in-system and partnership level barriers that emerge as a result of KCP implementation. This group will support communication across partnerships.

Roles:

- Holds the big picture, long-term, and regional vision of King County Promise.
- Model anti-racist values and vision, establish joint priorities, and represent sector at a regional level (not individual institutions)
- Make high level systemic and programmatic decisions

- Advise and inform Promise Partnership programmatic requirements and guardrails
- Advise PSCCN staff during rollout and implementation
- Review Promise Partnership and Promise Leadership Teams outcomes and provide guidance and oversight to Promise Leadership teams
- Advise and inform PSCCN and DCHS leadership in execution of King County Promise high level systemic and programmatic decisions
- Monitor fundraising progress

#### Makeup:

- Multi-sector leaders across districts, CTCs, CBOs, and students, inclusive of funded Promise Partners and other education representatives
  - Priority for BIPOC leaders.
  - Rotating students from Youth Advisory Group
  - Puget Sound Coalition nominated CTC and district leaders

#### Time commitment:

- Meets on a quarterly basis.
- Members will be expected to complete approximately 30 mins of pre-meeting work for each meeting.
- Members can identify one consistent designee in the event of scheduling conflicts who can attend and make decisions on their behalf.
- Meeting deliverables will focus on decision-making.

#### Phase 1 Partnership Expectations:

- Each partnership is responsible for identifying a seat on the board (i.e. 2 seats held for partners in Fall 2022) to be primary points of contact for KCP ELT decisions.

## Youth Advisory Group

Staffed by: PSCCN

Serves as guides and reality check on programmatic decisions based on lived experience and community context. Youth will advise and inform programmatic decisions, identify barriers for fellow students, and review student-facing materials (i.e. curriculum and outreach materials, and help create culturally grounded messaging to and feedback from Promise participants.

Training sessions will be provided

- Quarterly meetings with high school students, opportunity youth, and college students from partner institutions
  - 1-2 rotating student representatives from the Youth Advisory Group will participate in the Executive and Partnership Leadership team meetings.

#### Phase 1 Partnership Expectations:

- Each partnership is responsible for identifying Promise Youth Advisory Group members
- Youth Advisory group members will have an opportunity to collaborate with PLT and ELT.

## Partnership Leadership Teams

Staffed by: PSCCN

Promise Partnerships each build a leadership team within the partnership, in order to provide coordinated advising, transition, and navigation support, and develop cross-system improvement and alignment activities.

Promise Leadership Teams are formed across each Partnership to operationalize the Promise vision, strategies, and ELT priorities; make programmatic, institution-specific decisions and policy change; and breakthrough barriers identified by the Youth Advisory and Improvement Network. PLT meeting cadence will be developed in partnership with PSCCN PLT members will be the primary points of contact for the partnership, and are representatives with decision making authority for their respective Promise partnership organization.

Areas of representation should include:

- High School (e.g. Principal, College and Career Leads, and/or Data system leader)
- College (e.g. Foundation, Advising, Outreach, Data system leader, Ad hoc representatives as needed, Executive sponsor such as VP/President)
- CBO (Director of Programs, Program Manager, etc)

Student representatives from the Youth Advisory Group will collaborate with the Executive and Partnership Leadership team.

Phase 1 Partnership Expectations:

- Partnerships should name proposed membership, including designated reps for other leadership groups (e.g., Youth Advisory).
- PLT members will be the primary points of contact for the partnership.

## Promise Practitioners Improvement Network (PPIN)

Staffed by: PSCCN

The Promise Practitioner's Improvement Network (PPIN) includes Promise-funded advising staff, counselors, administrators, other advising staff, admissions, and first-year programs staff who are critical in identifying and implementing improvements. The PPIN will meet monthly and supports and implements programming at their respective institution; works to develop a culture of learning and a desire to improve operational practices and processes related to efficiency, effectiveness, and student outcomes; and engages in practitioner-led cycles of inquiry to improve practices and refine common design elements. Additionally, the PPIN will inform and engage in an annual Promise Summit of King County Partnerships to share learning, highlight improvements, seek feedback, and highlight upcoming priorities.

Phase 1 Partnership Expectations:

- Each partner should identify practitioners to attend.
- Members should consist of all roles funded by Promise funds, those who regularly interact with Promise students, and those whose role impacts Promise programming.

## Fundraising & Sustainability Committee

Staffed by: PSCCN

A group of 5-8 leaders across Promise Partnerships with fundraising expertise who can garner buy-in from potential funders and coordinate fundraising asks (e.g. Foundation Director,

Development Director, etc.). The fundraising committee will meet monthly in 2022 and then identify cadence and membership as part of the fundraising and sustainability plan.

Phase 1 Partnership Expectations:

- Each partner is required to identify one consistent member to participate in the Fundraising Committee.

## Data Work Group

Staffed by: PSCCN

5-10 representatives across Promise Partnerships and other stakeholders with expertise on secondary and postsecondary data tracking and analysis. The data working group provides oversight the use of data across King County Promise by addressing the following:

- King County Promise data inputs and workflow
- Identify needs of and establishing SSO Data Management System including:
  - Staffing, functions, administration, technology
  - Vet RFQ for new data system (if needed)
- Compatibility and usability of data across various systems
- Compliance with student privacy laws
- Establishing and Refine core components of a Data Sharing Agreement

Phase 1 Partnership Expectations:

- Each institutional partner is required to provide a consistent representative with appropriate authority to engage with the Data Working Group
- The Data Working Group will meet identify cadence and membership in partnership with PSCCN

## Puget Sound Coalition

Puget Sound Coalition for College and Career Readiness, established in 2010, is composed of superintendents, community and technical college presidents, and educational leaders, working to create more equitable and seamless transitions between high school and college. The Puget Sound Coalition is committed to addressing racial inequity and improving success rates for historically underserved students. The Puget Sound Coalition will support sharing promising practices, preparing for future replication, and advocating for sustainability. Within Promise, the Phase 1 primary roles for the Puget Sound Coalition are to support long-term sustainability and replication of effective practices and policies.

Phase 1 Partnership Expectations:

- K12 and CTC Partnerships are required to maintain active participation by executive leadership (e.g. superintendent or president).

## Puget Sound College and Career Network (PSCCN)

PSCCN, in its dual role as the System Supporting Organization for King County Promise, also leads across King and Pierce Counties, providing region wide sustainable achievement of the vision and strategies within the King County Promise vision, supporting partnerships in the

coordination, service delivery, curriculum development, and data management and analysis, ensuring that the KCP vision guides implementation and learning where partners need the most support and find ways to provide it to the end of establishing sustainable system change.

PSCCN staff will provide intensive support to Partnerships and the region to achieve the KCP collective vision, facilitating work with teams across Promise partner organizations, identifying programmatic and policy barriers, and supporting teams to address barriers. The staff team and structure of this work, outlined below, is planned to increase and adapt in alignment with the increase in the number of Promise partners, partnerships, and program size. Roles and responsibilities of PSCCN across King County Promise include:

- Oversee the overall implementation of Promise, in partnership with King County DCHS, including developing the Request for Proposal, program requirements, and Partnership contracts.
- Lead systems-level improvements and alignment efforts including facilitating collaborative spaces between Partnerships, negotiating data-sharing agreements to facilitate learning and track progress, and facilitating streamlined implementation of course placement.
- Lead continuous improvement efforts among Partnerships with a focus on improving the student experience, increasing data access and use and identifying and addressing barriers through practitioner-led improvement cycles.
- Provide direct support to Partnerships including professional learning, curriculum and materials, facilitating shared learning spaces, and assisting Partnerships in recruitment and hiring of Promise funded staff.
- Lead fundraising and sustainability planning efforts and collaborate with Partnerships to meet fundraising requirements.

## King County Department of Community and Human Services (DCHS)

King County Department of Community and Human Services (DCHS) supports King County Promise in collaboration with PSCCN. The PSTAA fund administering entity collaborates with PSCCN to develop and monitor the King County Promise performance-based contracts that through the development and monitoring of performance-based RFP's and contracts, administering PSTAA funds and tracking data. ensure the prioritized populations are well-served.

DCHS also collaborates with PSCCN to track relevant data and provide data analysis support to ensure that participating schools, colleges, CBOs and other stakeholders are able to transparently understand progress and barriers.