

See Yourself in Limestone

STUDENT CENSUS

Student Census Technical Advisory Group Terms of Reference

Purpose of the committee:

The purpose of the Technical Advisory Group (TAG) is to give advice, opinions and make recommendations in the design of methods for secondary data analysis (e.g., determining disparities and disproportionalities among student outcomes based on identity) and representation of results (e.g., specifically how the information is reported and shared). Most importantly, the purpose of the TAG is to ensure that multiple perspectives are applied to the analysis of Student Census data to minimize the risk of bias.

Term:

The term for committee members will be two years, starting in January 2022. Terms for students and parents/family members/caregivers will be flexible to meet the members' needs.

Objectives:

The TAG will establish a framework for secondary analysis of Student Census data. This framework will be designed to allow for comparison over time of 2020 Student Census data with subsequent datasets. The TAG will also co-develop a baseline standard to support reporting and representation of student identity data that is respectful, empowering, and meaningful.

Meetings:

The TAG will meet for the first time in January 2022. In this first year, the TAG will meet monthly for the first quarter (once per month from January to March), after which time it will meet quarterly (April, October, January). At the January 2022 meeting, the membership will establish the timing of future meetings. The meeting format will be determined based on COVID-19 conditions and availability.

Membership:

Members of the TAG will be able to offer diverse perspectives and/or lived experience including (but not limited to) anti-Black racism, anti-Indigenous racism, anti-Semitism, Ableism/Disabilities, Homophobia, Transphobia, Islamophobia, and/or Poverty/Classism.

See Yourself in Limestone

STUDENT CENSUS

Members should have experience in the collection, analysis, and reporting of identity-based data. An understanding of the [Anti-Racism Data Standards](#) is an asset.

Formal recognition of committee participation may be offered by the Superintendent upon request (e.g., letters of reference). Any student who participates in the TAG will be offered community service hours in addition to their OCAP[®] training (*see note below*) and a letter of reference.

Ideally, the core membership of this committee will include:

- One Limestone secondary student
- One Limestone parent/guardian/caregiver
- One Limestone employee
- Two community members that are not employed at Limestone
- One member who self-identifies as Indigenous

Existing internal members include:

- Two Research Analysts (Co-Chairs)
- One Superintendent
- One Equity Consultant/Equity and Human Rights Lead

Additional members-at-large may be consulted on an *ad hoc* basis to offer guidance on specific identity groups, statistical methods, or other areas where specific expertise is required.

A member of the Board of Trustees may, from time to time, audit committee meetings for the information of the Board.

Please note: All members must be trained in the [Fundamentals of OCAP[®]](#) offered by the First Nations Information Governance Centre. All members who are not trained must be willing to participate in training which will be provided at the Board's expense.

Recruitment:

The committee will be formed by seeking expressions of interest from individuals affiliated with local organizations or groups that are likely to possess the required lived experience and research and statistical skill set. Limestone staff will be notified of the opportunity to join TAG by email. The opportunity will also be posted to the Student Census web page and advertised on Twitter. Interested parties can express their

See Yourself in Limestone

STUDENT CENSUS

interest using the [TAG Expression of Interest Form](#). Printable copies of the form are also available [here](#). All submissions must be received by 4:00 on December 3rd, 2021.

Selection:

Expressions of interest will be reviewed by the core Census Team (Limestone Research Team, Equity Consultant, Superintendent); previous census team members when available; a member of the Indigenous Education Team; and the Human Rights and Equity Officer. The goal is to create a committee that is as equitable and intersectional as possible from the applications received. Interested parties are invited to share the ways in which they are willing and able to share their lived experiences alongside their research and statistical experience.

Expectations of Members:

Members will attend meetings on a regular basis. They are expected to offer a critical perspective of approaches to data analysis and reporting. Members will not have access to any Student Census data but will be provided with an understanding of the nature of the data and the variables involved. Specifically, members will help the Limestone Research Team:

- Develop key variables for analysis;
- Create new or refined data categories;
- Agree on a statistical method (or methods) to cross-reference Student Census and student outcome data
- Use Student Census data to tell stories that are respectful, empowering, meaningful and actionable