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AGENDA
Community Schools Steering Committee Meeting
May 14, 2020
4:00 – 6:00 p.m

Attendees List

<ul style="list-style-type: none"> <input type="checkbox"/> Rhonda Caldwell <i>Kettering Baptist Church</i> <input type="checkbox"/> Nina Carter <i>Assistant Director, PGCDSS' Community Schools Network</i> <input type="checkbox"/> Cynthia Collins <i>SEIU - 400</i> <input type="checkbox"/> David Curry <i>PGCPS - Associate Superintendent</i> <input type="checkbox"/> Nathan Curtis <i>Local 2250</i> <input type="checkbox"/> Theresa Dudley <i>PGCEA</i> 	<ul style="list-style-type: none"> <input type="checkbox"/> Janine Hill <i>Kaiser Permanente</i> <input type="checkbox"/> Sheila Jackson <i>PGCPS, Family and School Partnerships</i> <input type="checkbox"/> Dirk Butler <i>United Way NCA</i> <input type="checkbox"/> Robin McNair <i>PGCPS - Restorative Practice</i> <input type="checkbox"/> Joshua Omolola <i>Board of Education</i> 	<ul style="list-style-type: none"> <input type="checkbox"/> David Dzidzienyo <i>ASASP</i> <input type="checkbox"/> Tony Randall <i>Parent</i> <input type="checkbox"/> Adrian Talley <i>PGCPS - Community Schools</i> <input type="checkbox"/> Nycal Anthony Townsend <i>Boys and Girls Club</i> <input type="checkbox"/> Pamela Boozer-Strother <i>Board of Education</i> <input type="checkbox"/> Denise Yorkshire <i>Local 2250</i>
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MEETING NORMS/GROUND RULES	OUTCOMES
<ul style="list-style-type: none"> ● Respect: Start and end on time, disagree with ideas - not people - ensure all voices are heard, collaborate ● Engagement: Practice active listening, assume positive intent, appreciate input, accept decisions – consensus ● Responsibility: Take responsibility for your own learning, share best practices, adopt a no-fault attitude, practice cell phone, and computer etiquette ● Celebrate: Our work, accomplishments; affirm each other 	<p>By the end of this meeting, we will have:</p> <ol style="list-style-type: none"> 1. Heard about the role of the Office of Business and Community Partnerships in support of Community Schools 2. Planned the End of the Year Convening 3. United Way Update 4. Meeting Sites for Next Year 5. Discuss our Vision

TIME	AGENDA ITEMS
4:00 p.m. – 4:05 p.m. 5 minutes	Review Objectives Clarify Roles Note Taker: Dr. Jackson Timekeeper: Attendees: Adrian Talley, Sheila Jackson, Nycal Thompson, Janine Ziegler, Rhonda Caldwell, Nina Carter, Erica Louison, Joshua Omolola (Student Member BOE), Jose Munos (coalition of Community schools), Nicole Anthony Townsend, Theresa Dudley, Barbara Holt Streeter, Robin McNair, David Curry, Pamela Boozer-Strother (BOE District 3)
4:05 p.m. - 4:20 p.m. 15 minutes	Objective 1: Understanding the Partnership Office

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	<p>Barbara Holt Sttreeter shared three years of work: Adopt a School (Berniece Reese) - partners have to meet three requirements: supporting career readiness; 5k donation; Collaborative volunteer -- Day of service-- Allows organization to partner with a school on a project (painting, beautification, etc.)</p> <p>Second program = PIE Partners in Education (Ron Wilson) - focussed on organizations that provide a program such as mentoring, tutoring, hands-on inside a school (MOU protocol - Safe Schools and fingerprinting</p> <p>3) Affiliate program (Quon Wilson) gives larger amounts of money and hosts larger events and larger donations like Teacher of the Year</p> <p>The partnership office organizes a lot of events to include Teacher appreciation, Retirement event, Mornings with Monica, etc.</p> <p>Hosting “Grab and Go” grocery giveaways 10-12 on Saturdays catered to students and families</p> <p>Developed the “PGCPS Partner” monthly newsletter</p> <p>Notes</p> <ul style="list-style-type: none"> •
<p>4:20 p.m. - 4:40 p.m. 20 minutes</p>	<p>Objective 2: End of the Year Convening</p> <p>Report:</p> <ul style="list-style-type: none"> • Will be inviting four people from each Community School to participate virtually • Week of June 21st • Convening will focus on discussion about how schools have responded to Covid19 - featuring 2 school success story • (1 day vs. 2 day) • Logistics: purpose setting, who might MC, activities for both days, etc. • Opportunity to hear from 2 schools featuring success story • Opportunity for school teams to reflect on learning about processes and discuss what it means for their school - responsiveness of their school to community needs as well as how can Community Schools better respond to crises <ul style="list-style-type: none"> ○ Examples school purchased food from Sardis to give families; another school gave gift cards ○ Other issues like immunizations, etc. ○ Connecting with No Kid Hungry and maintaining connections to current organizations/supports, etc. • Still need to finalize the plans for the one day or two days • 2nd Day whole group session about lessons learned and “future cast” <p>Notes:</p> <ul style="list-style-type: none"> • Subcommittee has been meeting - will meet again next Monday

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	<ul style="list-style-type: none"> ● Overall Objective? Originally: What did we accomplish in Year 1; power of Community Schools; the collaborative process needed to support schools <ul style="list-style-type: none"> ○ Additions Suggested by Jose: discussion of the process of structuring Community Schools - increase the IQ of principals in how to utilize the Community Schools process of collaboration, resource - instead of discussing the “what” focus on the “why,” “how,” and “resources used.” ● Opportunity to build synergy around ideas and future partnerships ● Can CSC be deployed to help with Census (PBS request)? <ul style="list-style-type: none"> ○ They are supposed to be civically engaged ● Acknowledging the suffering of families currently with economic challenges due to COVID19 closings - can these funds be utilized to support families directly? ● No Kid Hungry is providing food at rec centers - how are we tapping into them and coordinating - is a role of the CSCs? <ul style="list-style-type: none"> ○ Coordinators are working directly with their schools and their families - working with local food distributors (Nina added the following to clarify the statement: CAFB and Prince George’s County Food Equity Council, along with local churches and food pantries are current resources accessed) but can connect with families that have food insecurity. Theresa can send No Kid Hungry information to Dr. Talley and Nina to share with CSCs ● Need more members of the Steering Committee as Adrian will not be here
<p>4:40 p.m. - 4:55 p.m. 15 minutes</p>	<p>Objective 3: Update from United Way on expanding the number of groups for the Preferred Partner Directory <i>Dirk unable to join us</i></p>
<p>4:55 p.m. - 5:10 p.m. 15 minutes</p>	<p>Objective 4: Vision Draft of Vision Statement</p> <ul style="list-style-type: none"> ● <u><i>The Prince George’s County Public Schools’ Community Schools initiative will be a national blueprint which provides equitable access to integrated support and services that promote academic, economic and social empowerment for schools and their communities.</i></u> <p>Reactions to the draft:</p> <ul style="list-style-type: none"> ● “National blueprint” is a positive addition to the vision

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	<ul style="list-style-type: none"> ● Motion to adopt- unanimous ● Committee members: Adrian, Nycal, Nina, Tony 				
5:10 p.m. - 5:25 p.m. 15 minutes	<p>Objective 5: Meeting sites for next year</p> <p>Notes</p> <ul style="list-style-type: none"> ● Suggestions: <ul style="list-style-type: none"> ○ Move from time to time ○ Nycal - circulate around the community ○ Nina - the schools ○ Rotate ○ Free COVID testing ○ Theresa's house near Chillum with her cooking food ○ Janine in Laurel - ditto ○ 				
	<i>KUDOS TO DR. TALLEY and his closing comments</i>				
5:25 p.m. - 5:35 p.m. 10 minutes	<p>Items for next meeting</p> <ul style="list-style-type: none"> ● United Way and the expansion of Preferred Partnership ● Implementation of restorative approaches in Community Schools ● Applied Research present the Needs Assessment results 				
5:35 p.m. - 5:45 p.m. 15 minutes	<p>Meeting Evaluation</p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Pluses (+)</th> <th style="width: 50%;">Deltas (-)</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> ● Jose Munos joined us and participated </td> <td> <ul style="list-style-type: none"> ● Dr. Talley's last meeting with the Steering Committee </td> </tr> </tbody> </table>	Pluses (+)	Deltas (-)	<ul style="list-style-type: none"> ● Jose Munos joined us and participated 	<ul style="list-style-type: none"> ● Dr. Talley's last meeting with the Steering Committee
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TIME	AGENDA ITEMS
4:00 p.m. – 4:05 p.m. 5 minutes	Review Objectives Clarify Roles Quorum reached at 4:12pm Note Taker: Dr. Jackson Timekeeper: Attendees: Adrian Talley, Theresa Dudley, Nina Carter, Sheila Jackson, Tony Randall, Nycal Thompson, Pamela Boozer-Strother, Janine Ziegler, Rhonda Caldwell, Dirk Butler, David Smith, Sr., Robin McNair, Erica Louison,
4:05 p.m. -- 4:20 p.m. 15 minutes	Update on Community School Spending Mental Health Supports PowerPoint slides shared

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	<p>Schools have spent \$400,000 of their \$4.5 million All schools should send their money by the end of the year Mental health supports</p>
<p>4:20 p.m. -- 5:00 p.m. 40 minutes</p>	<p>Vision Statement for Community Schools Brainstormed ideas: Outputs:</p> <ul style="list-style-type: none"> ● Civic engagement ● Academic success ● Psycho-social success ● Community success ● Economic success ● Communities of Care ● Driving Community Success through academic, economic and social empowerment. ● A center of the community – open all day, every day, to everyone – that brings together academics, health and social services, youth and community development and community engagement under one roof, leading to improved learning, stronger families, and healthier communities. ● From the Logic Model: consider “integrated supports and services” etc. from the logic model ● <p>Twists:</p> <ul style="list-style-type: none"> ● Shared “ownership” of the model (PGCPS, municipalities, county and state government, community partners) ● Individualization across sites that offers innovation ● Right now servicers are free to participants ● Funding by the state legislature ● <p>Quantification:</p> <ul style="list-style-type: none"> ● Raising all ships ● System of assessment of every initiative ● Every child, every family is succeeding ● Every stakeholder - including community and residents - are succeeding ● <p>Human Connection:</p> <ul style="list-style-type: none"> ● Culturally inclusive ● Culturally competent ● Improved learning ● Stronger families ● Healthier communities ● Civically engaged residents

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	<ul style="list-style-type: none"> ● All needs are met ● Community schools are safe spaces ● Bright futures <p>Next steps - convene a small group to help “wordsmith” the vision: Volunteers:</p> <ul style="list-style-type: none"> ● Nycal Anthony-Townsend, David Smith, Sr., Nina Carter, Sheila Jackson, Tony Randall
<p>5:00 p.m. -- 5:15 p.m.. 15 minutes</p>	<p>County Council non-departmental spending</p> <ul style="list-style-type: none"> ● How do we ensure that non-departmental spending is supporting Community Schools? ● Meeting with County Council members is needed and being coordinated by TDudley - others can join ● Pamela Boozer-Strother is willing to work on this
<p>5:15 p.m. --5:30 15 minutes</p>	<p>Preferred Partner Directory</p> <ul style="list-style-type: none"> ● Dirk spoke fromfrom the perspective of the United Way as a preferred partner <ul style="list-style-type: none"> ○ Spoke to the transformation of United Way: <u>reducing disparities and increasing equity</u> ○ Mobilizing the community involves engaging 4 entities to focus on education, health and financial stability: <ul style="list-style-type: none"> ■ Community ■ Donors and volunteers ■ Organizations ■ Companies ○ Community schools are central to the United Way mission since 2015 ○ Launched a partnership with PGCPSS in September 2019 focused on equity and impact ○ Preferred Provider Directory reviewed for aligning services and interventions as well as establishing a baseline of quality ○ Aligned to Kirwan definition of wrap around services ○ 2-part vetting process ○ Received interest from 80 organizations; vetted 70+; 30+ selected for the current guide ○ Capacity building piece is a component of the process to keep this guide relevant ○ On-going input sought for this process ○ Community Impact and Partner Engagement Team members shared ○ Also creating an interactive map of all guide entities ○ Announcement for the opportunity to participate is forthcoming ○ pgcommschools@uwnca.org for additional information

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	<ul style="list-style-type: none"> ○ Dr. Talley will plan a strategic conversation with Barbara Holt Streeter in Partnerships Office of PGCPS for entities that have already adopted schools - need to weight processes for becoming vendors through the PGCPS Procurement Office ○ Every Community School has a hard copy of the guide this year - need to find out how they used the guide ○ We need to work on this to include our other partners. There might be a way to differentiate them based on what they are willing to provide and type. IE churches businesses, 501C3, etc. ○
<p>5:30 p.m. --5:45 p.m. 10 minutes</p>	<p>End of Year Convening</p> <ul style="list-style-type: none"> ● Suggested at a prior meeting: <ul style="list-style-type: none"> ○ Purpose was to get folks on the same page = all 45 schools to talk about success, process for working together; hearing all voices; and start thinking about planning for 2021 ○ Originally planned for June 21st at Fairmont Heights HS for principals, CSC, parent, PGCEA rep and Steering Committee as observers ○ Opening session 45 minutes including visioning and success stories from 2-3 schools; followed by breakouts for each job-alike group; some cross functional breakouts; closing large group ○ Speakers: NEA, PGCEA, Jose from Community Schools Coalition, etc. ○ Also engage/highlight schools that are not Kirwan but are doing great CS work <ul style="list-style-type: none"> ■ North Forestville as an example ■ Always go back to the Logic Model (Nina noted that our work/support should be guided by the Steering Committee's Logic Model)
<p>5:45 p.m. - 5:55 p.m. 10 minutes</p>	<p>Items for next meeting</p> <ul style="list-style-type: none"> ● Requested information: Percentages of teachers who have participated in the needs assessment: Nina noted: I believe the needs assessment timeline was shared by Dr. Talley at a few early steering committee meetings. I'd have to check the meeting minutes that assessments would start in November and be due by February (statement was confirmed with dates provided by Rhonda Caldwell during the call). ¶ ● Research and Accountability are analyzing the needs assessments. ● Introduction of new CS Director ● Examine other CSS meeting locations ● Final convening conversation for planning ● Summer activities ● Interpretation services for every school meeting - some schools have purchased their own

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	<ul style="list-style-type: none"> Rotating the location of future meetings to ensure visibility and access is equitable 					
<p>5:55 p.m. - 6:00 p.m. 5 minutes</p>	<p>Meeting Evaluation</p> <table border="1" data-bbox="440 537 1544 823"> <thead> <tr> <th data-bbox="440 537 1040 604">Pluses (+)</th> <th data-bbox="1040 537 1544 604">Deltas (-)</th> </tr> </thead> <tbody> <tr> <td data-bbox="440 604 1040 823"> <ul style="list-style-type: none"> Zoom meeting group work Rich discussion Dirk's presentation Genuine conversations </td> <td data-bbox="1040 604 1544 823"> <ul style="list-style-type: none"> Missing the snacks </td> </tr> </tbody> </table>		Pluses (+)	Deltas (-)	<ul style="list-style-type: none"> Zoom meeting group work Rich discussion Dirk's presentation Genuine conversations 	<ul style="list-style-type: none"> Missing the snacks
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TIME	AGENDA ITEMS
4:24 p.m. – 4:27 p.m. 3 minutes	Introductions Review Objectives Clarify Roles Note Taker: Dr. Jackson Timekeeper: Sandy Mason
4:27 p.m. -- 4:30 p.m. 3 minutes	Introduction: Ms. Sandy Mason, Community School Specialist
4:30 p.m. -- 4: 36 p.m. 6 minutes	Updates on Community School Coordinator hiring Interviews were held on January 7 and January 14.

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	School	Notes
	Cherokee Lane	Original candidate declined offer. New candidate has been selected. Needs to interview with principal.
	James McHenry	
	Oaklands	Principal interviewed three candidates but did not select two and requested to move to phase three. One candidate declined offer.
	Bladensburg	
	Cooper Lane	Identified potential candidate during interviews 1.7.20.
	Gaywood	
	International HS @ Largo	Principal interviewed one candidate and has requested to interview another.
	Lamont	
	Mt. Rainier	
	Ridgecrest	
	Templeton	
	Thomas Stone	
	Dodge Park	Two candidates will be sent to principal for interview.
	<ul style="list-style-type: none"> ● People can still apply. Please send names of any possible candidates to whitney.pailin@maryland.gov ● Salary range starts at \$65,000 - \$70,000; however it does fluctuate based upon experiences Nina reviewed range of skill sets of candidates that determine salaries. 	
<p>4:36 p.m. -- 5:02 p.m. 15 minutes</p>	<p>Update on Community School Spending</p> <ul style="list-style-type: none"> ● Spending “Boot Camps” for shared decision-making about how to spend the funds -16 schools have participated (including teams with PEAs, Title I staff and administrators) - discussed alignment to SMART goals and proper protocols ● Lessons learned: <ul style="list-style-type: none"> ○ No fingerprinting vendor is in place but in process ○ Budget Office is setting up a system for Dr. Talley 	

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	<ul style="list-style-type: none"> ● Question about “Family Center” development - what protocols and procedures are in place for purchases like washer/dryers, etc.? Will these be donations, discounted items, etc.? <ul style="list-style-type: none"> ○ Answer - next week’s Resource Committee can discuss; needs assessments will determine direction of expenditures and/or partnerships with entities like Loads of Love; also consider the feasibility of school facility’s ability to house and/or deliver structural/infrastructure <p>Types of items schools plan to use their funds</p> <ul style="list-style-type: none"> ● Cultural proficiency training and awareness for teachers and parents ● Immunization clinics ● After School activity buses ● Catered food for family activity nights ● Perfect attendance dinner/trip ● English classes for parents ● Language classes for staff and parents ● Establish calming areas in classrooms ● Supplies for PBIS store (store where students can spend their money earned on items) ● Materials for parent resource ● Trauma Sensitive Schools Conference ● ESOL professional development for teachers ● T-shirts for students attendance incentives ● Computer classes for parents ● Fingerprint fee for parents ● After school club (Mad Science) ● Daycare services for evening programs ● Soccer Club ● Buses for grade level field trips ● SIOP (Sheltered Instruction Observation Protocol) Virtual Training for ESOL and Classroom Teachers ● Arts Integration ● Yoga for staff and students 1 x month ● Parent magazines (explained as resource center items) <p>NEW: Comfort Closet Project by Delta Sigma Theta - who has adopted all 45 schools</p>
<p>5:02 p.m. -- 5:25 p.m. 23 minutes</p>	<p>Updates on various topics:</p> <ul style="list-style-type: none"> ● Ad-hoc committees <ul style="list-style-type: none"> ○ Communications <ul style="list-style-type: none"> ■ Theresa Dudley, Nycal Anthony-Townsend, Tony Randall, Nina Carter ■ Draft Goals ○ Resources (People/Skills, Time, and Money)

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	<ul style="list-style-type: none"> <ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Dirk Butler, Janine J Hill, Nina Carter, Pamela Boozer-Strother, Robin McNair, Rhonda Caldwell, Tony Randall ● Community School Liaison position <ul style="list-style-type: none"> ○ Position description under development ● Other Discussion: <ul style="list-style-type: none"> ○ Second assignment work by teachers <ul style="list-style-type: none"> ■ discussion needed about which role/activity would merit additional pay ■ consider equity issues based upon the budget available ■ should also come out of the needs assessment ■ Steering Committee Action Item: Consider whether we want additional information regarding other districts' practices and let Dr. Talley know by email ○ School staff availability for additional duties?
<p>5:26 p.m. -- 5:50 p.m.. 45 minutes</p>	<p>New Business</p> <ul style="list-style-type: none"> ● End of year “convening” suggestion <ul style="list-style-type: none"> ○ Consider an opportunity for each school’s team of people to share experiences, idease, learnings, etc. <ul style="list-style-type: none"> ■ Need a planning committee: <ul style="list-style-type: none"> ● Adrian, Theresa, Dirk, Robyn ■ Need PGCPs steering committee leadership evident vs. “NEA heavy” - collaborative work is critical to the success of this initiative ■ perhaps organize along “tracks” for sharing information beneficial to the coordinators ● Civic Meetings by Aeros Coalition <ul style="list-style-type: none"> ○ Currently happening ○ Dr. Talley Asked for joint presentations with Office of Community Schools and PGCEA ○ Guest Evie Frankel of Aeros Coalition <ul style="list-style-type: none"> ■ Casa de MD, Progrssive MD, PGCEA ■ Suggested collaboration <ul style="list-style-type: none"> ● History <ul style="list-style-type: none"> ○ Started out of AFT, Center for Justice and Democracy, Annenberg Center, etc. ● Research being done by Evie shared ● Will send schedule of her community meetings ● will meet ● Role of Steering Committee Members in assisting in Advocacy <ul style="list-style-type: none"> ○ Theresa - Kirwan Commission formula being looked at in Annapolis

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	<ul style="list-style-type: none"> ■ Because PGC and Baltimore City have the highest numbers of students of color and highest ratios of students in poverty <ul style="list-style-type: none"> ● How are we going to sustain implementation if Kirwan is not fully funded? ● We all need to become advocates and talk within our circles of influence to help ● County Executive Alsobrooks is on board ● February 24th = Joint Lobby Night in Annapolis with Baltimore City 				
<p>5:56 p.m. - 5:58 p.m. 5 minutes</p>	<p>Items for next meeting</p> <ul style="list-style-type: none"> ● Partnership Office come to talk about the process to become a partner ● Which of the community schools have a partner already ● County Council's non-departmental spending ● Discussion about how to bring additional resources to the steering committee 				
	<p>Meeting Evaluation</p> <table border="1" data-bbox="423 1031 1544 1199"> <thead> <tr> <th data-bbox="423 1031 984 1094">Pluses (+)</th> <th data-bbox="984 1031 1544 1094">Deltas (-)</th> </tr> </thead> <tbody> <tr> <td data-bbox="423 1094 984 1199"> <ul style="list-style-type: none"> ● Transparent conversation ● </td> <td data-bbox="984 1094 1544 1199"> <ul style="list-style-type: none"> ● Announcement of Dr. Talley's departure at the end of the year :(</td> </tr> </tbody> </table>	Pluses (+)	Deltas (-)	<ul style="list-style-type: none"> ● Transparent conversation ● 	<ul style="list-style-type: none"> ● Announcement of Dr. Talley's departure at the end of the year :(
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AGENDA

Community Schools Steering Committee Meeting

November 14, 2019

4:00 – 6:00 p.m

Attendees List

<ul style="list-style-type: none"> <input type="checkbox"/> Rhonda Caldwell <i>Kettering Baptist Church</i> <input type="checkbox"/> Nina Carter <i>TNI@School, Project Director</i> <input type="checkbox"/> Cynthia Collins <i>SEIU - 400</i> <input type="checkbox"/> David Curry <i>PGCPS - Associate Superintendent</i> <input type="checkbox"/> Nathan Curtis <i>Local 2250</i> <input checked="" type="checkbox"/> Theresa Dudley <i>PGCEA</i> 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Janine Hill <i>Kaiser Permanente</i> <input checked="" type="checkbox"/> Sheila Jackson <i>PGCPS, Family and School Partnerships</i> <input checked="" type="checkbox"/> Dirk Butler <i>United Way NCA</i> <input type="checkbox"/> Robin McNair <i>PGCPS - Restorative Practice</i> <input type="checkbox"/> Joshua Omolola <i>Board of Education</i> 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Jeffrey Parker <i>ASASP</i> <input checked="" type="checkbox"/> Tony Randall <i>Parent</i> <input type="checkbox"/> Adrian Talley <i>PGCPS - Community Schools</i> <input type="checkbox"/> Nycal Anthony Townsend <i>Boys and Girls Club</i> <input type="checkbox"/> Pamela Boozer-Strother <i>Board of Education</i> <input type="checkbox"/> Denise Yorkshire <i>Local 2250</i>
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MEETING NORMS/GROUND RULES	OUTCOMES
<ul style="list-style-type: none"> ● Respect: Start and end on time, disagree with ideas - not people - ensure all voices are heard, collaborate ● Engagement: Practice active listening, assume positive intent, appreciate input, accept decisions – consensus ● Responsibility: Take responsibility for your own learning, share best practices, adopt a no-fault attitude, practice cell phone, and computer etiquette ● Celebrate: Our work, accomplishments; affirm each other 	<p>By the end of this meeting, we will have:</p> <ul style="list-style-type: none"> 15. Met new Community School Specialists 16. Heard updates related to school funding and hiring of Community School Coordinators and the PGCEA video 17. Discussed how to leverage resources from steering committee partners 18. Talked about how to strengthen collaboration and coordinate training resources

TIME	AGENDA ITEMS
4:00 p.m. – 4:05 p.m. 5 minutes	Review Objectives Clarify Roles Note Taker: Dr. Jackson Timekeeper:
4:05 p.m. - 4:10 p.m. 5 minutes	Introductions <ul style="list-style-type: none"> ● Ms. Pamela Boozer-Strother — BOE (<i>new member representing the BOE</i>) ● Ms. Kia Ekanem—Community School Specialist (<i>formerly of Home Schooling - 11 schools</i>) ● Dr. Robbin Miller Fidderman — Community School Specialist (<i>19 year PGCPS veteran - College Readiness - 11 schools</i>)

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4:10 p.m - 4:25 p.m.
15 minutes

Updates

- School Funding
 - Schools have up to \$100,000 to spend on wrap around services - schools are turning in budgets with sub-objects identified; these will be sent to the Budget Office to load for each school; schools must identify the linkage of their proposed expenditure to the 6 CS Pillars
 - Examples of what schools proposing to use their money include:
 - Social emotional training for staff
 - Evening Family Assemblies
 - Immunization clinics
 - Family resource center furniture and library
 - PBIS and Attendance incentives
 - Fingerprinting for parents
 - Supplies for calming areas in every classroom
 - Language classes for parents and staff
 - ELO activities for Immersion and ESOL Newcomers
 - STEM ELO program
 - Schools should have access to funds later this month
 - Schools worked with leadership teams on funding priorities - a variety of methods for gathering input is underway across schools; an example was given of a principal who also sought input from parents during parent-teacher conference days
 - Question raised about the “validity of the assessment of needs” if there might not be one consistent mechanism
 - Community School Specialists held a budget bootcamp for principals
- Hiring of Community School Coordinators
 - CSCs hired at the following schools:
 - Annapolis Road Academy
 - Beacon Heights ES
 - Buck Lodge MS
 - Carole Highlands ES
 - Catherine T. Reed ES
 - Gladys N. Spellman ES
 - Glenridge ES
 - Judge Sylvania Woods ES
 - Langley Park-McCormick ES
 - Riverdale ES
 - Rogers Heights ES
 - William Beanes
 - William Wirt MS
 - Woodridge ES
 - CSCs in state of being hired at the following Phase 2 schools:
 - Adelphi - interview held 11/5/19, waiting principal decision

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	<ul style="list-style-type: none"> ■ Calverton - interview held 10/20/19 principal would like to interview another candidate (we will most likely have another one to send after today) ■ Catherine T. Reed - CSC placed ■ Cherokee Lane - identified potential candidate, waiting for background check for principal interview ■ Chillum - identified potential candidate, waiting for background check for principal interview ■ Cool Springs - CSC selected ■ Edward Felegy - CSC scheduled to start orientation 11/25/19 ■ Flintstone - identified potential candidate, waiting for background check ■ Gladys Noon Spellman - CSC placed ■ Glassmanor - interview 11/6/19 ■ International High School @ Langley Park - Offer made to CSC, waiting for acceptance ■ James McHenry - need placement ■ Mary Harris Mother Jones - CSC selected ■ Nicholas Orem - identified potential candidate, waiting for background check for principal interview ■ Oaklands - identified potential candidate, waiting for background check for principal interview ■ Port Towns - offer made to CSC, waiting for acceptance ■ Rosa Parks - offer made to CSC, waiting for acceptance ■ Springhill Lake - identified potential candidate, waiting for background check ○ Phase 3 schools include 15 schools and the plan is to have those schools staffed by winter break. The following three Phase 3 schools were moved up in the process: <ul style="list-style-type: none"> ■ Carrollton ES - A CSC was selected and offer made, however the offer was declined...need to identify another candidate to send ■ Lewisdale ES - potential candidate identified, need to schedule principal interview (f/u email for availability sent 11/5) ■ International High School @ Largo - initial candidate sent to interview 11/1, principal would like to interview another candidate. ● Video: PGCEA shared a map of the locations of the Community Schools + draft video at William Wirt MS and other schools and draft focused on supporting the Kirwan Commission; Nina Carter recommended the development of an ad hoc communications committee from the Steering Committee; Dr. Talley shared that PGCPs Communications Director: Volunteers: Dr. Tony Randall; Nina Carter; Nycal Anthony Townsend; Theresa Dudley <ul style="list-style-type: none"> ○ Please be careful of showing children's faces ● Additional Notes:
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	<ul style="list-style-type: none"> ○ Yvonne Baisich announced as PGCEA point person for working with teachers in Community Schools ○ Training on November 15th for Community Schools will touch on Action Planning, use of a site committee ○ Allocation for a mobile unit? Not yet ○ Allocation for a parent resource center; comfort center, etc. ○ Hopefully all CS Coordinators will be hired before winter break ○ PGCEA will host a Legislative Reception on December 13th ○
<p>4:25 p.m. - 4:40 p.m. 15 minutes</p>	<p>Who is part of the Steering Committee - part of a BOE policy statement in 2018 Total of 15 members; 8 members represent a quorum</p> <ul style="list-style-type: none"> ● 2 representatives from the BOE, one being the Student Member and one being a member of the BOE ● 1 representative from the PG Department of Social Services ● 3 representatives each from the PGCPSS including restorative practice coordinator ● 4 members from the nonprofit, business/higher education, philanthropic and faith based community ● 4 members of the collective bargaining units that represents PGCPSS employees ● Role of the Steering Committee ● 1 parent from the BOE's Parent and Community Advisory Council <p>Purpose of the Community School Steering Committee (CSSC)</p> <ul style="list-style-type: none"> ● The CSSC will oversee the entire PGCPSS Community School Initiative. ● The CSSC will provide substantive input in the development of the administrative procedure regarding implementation. <ul style="list-style-type: none"> ● Motion made to have a designee for a member in his/her absence; <ul style="list-style-type: none"> ○ No second given ○ Moot friendly amendment for a "non-voting" designee; ○ Motion failed
<p>4:40 p.m. - 5:00 p.m. 20 minutes</p>	<p>Leveraging resources -- Understanding how members of steering committee can support the resources that may be able to be used at the schools</p> <ul style="list-style-type: none"> ● Guiding Question: How will each Steering Committee partner leverage their standardized support for the implementation of Community Schools? ● Responses: <ul style="list-style-type: none"> ○ Tony Randall: (UMD) - will this come out of the \$100,000? ○ Dirk Butler: (United Way) - primary needs require support, but other areas of concern need evidence-based programming based upon the needs identified; is there a survey? (Nina: "yes," it is not a needs assessment for what programs are needed)

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	<ul style="list-style-type: none"> ○ Nycal Anthony Townsend: (Boys and Girls Club) for afterschool enrichment programs - how will Coordinators be oriented towards the available models? - (Nina: perhaps a resource fair is needed for Coordinators) use the list from the Office of Partnerships - perhaps smaller organizations can come through B&G clubs- Nina recommended a resource development subcommittee ○ Janine Hill: Please clarify the purpose of this call to action - do we re-direct what we are doing to the Community Schools now? Nina spoke to the 19 TNI schools that are not receiving Community Schools resources, so we could continue services to them and share some of these resources ○ Theresa Dudley: all schools have developed SMART goals; the CS have done root-cause analysis tied to ESSA requirements; what is the relationship between B&G of Greater Washington and MNCPP? <ul style="list-style-type: none"> ■ Nycal: they are unrelated but affiliated due to the need to share fields for athletics/sports/equipment/safety education; also B&G is fee related ■ Dirk: United Way ensures quality in programming ○ Pamela Boozer-Strother: question about United Way resources and network of resources serving schools; identify the pathway to earning a MOU with PGCPS; partnerships bring resources without expense to the school system ○ Rhonda Caldwell: coordination is needed to ○ Yvonne: suggested that a letter needs to be written to MNCPP as to whether they can offer free programs to students in Community Schools - ○ Theresa Dudley: redundancy of resources? How will we ensure equity? Title I designation? Based on criteria? ○ Nathan: Have we ever done an assessment of the effectiveness of community partners? (Dirk - that is what we need to ensure) ○ Sheila Jackson: This conversation is a gateway to our own asset mapping process! DFSP can bring in resources from the Local Management Board which has partnership with UMD for Community Resource Mapping to identify all “social service” providers across the county near our CS schools; I can help support Parent/Family/Community “parent engagement assistants” being assigned to all CS schools and provide resources for parent/family resource centers, on-site capacity building workshops and on-site coaching based upon the focused needs.
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	<ul style="list-style-type: none"> ○ Motion: Theresa Dudley moved: We establish a standing committee on Community School Resource development <ul style="list-style-type: none"> ■ seconded by Nycal Anthony Townsend ■ Motion carried by unanimous consent 				
<p>5:00 p.m. - 5:45 p.m. 45 minutes</p>	<p>Strengthening collaboration between and among agency regarding Community Schools and coordinate training</p>				
<p>5:45 p.m. - 5:55 p.m. 10 minutes</p>	<p>Items for next meeting</p> <ul style="list-style-type: none"> ● 				
<p>Meeting Evaluation</p>	<table border="1" style="width: 100%;"> <tr> <td data-bbox="423 806 984 873"> <p>Pluses (+)</p> </td> <td data-bbox="984 806 1544 873"> <p>Deltas (-)</p> </td> </tr> <tr> <td data-bbox="423 873 984 940"> <ul style="list-style-type: none"> ● </td> <td data-bbox="984 873 1544 940"> <ul style="list-style-type: none"> ● </td> </tr> </table>	<p>Pluses (+)</p>	<p>Deltas (-)</p>	<ul style="list-style-type: none"> ● 	<ul style="list-style-type: none"> ●
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AGENDA
Community Schools Steering Committee Meeting
September 12, 2019
4:00 – 6:00 p.m

Attendees List

<input type="checkbox"/> Rhonda Caldwell <i>Kettering Baptist Church</i> <input type="checkbox"/> Nina Carter <i>TNI@School, Project Director</i> <input type="checkbox"/> Cynthia Collins <i>SEIU - 400</i> <input checked="" type="checkbox"/> David Curry <i>PGCPS - Associate Superintendent</i> <input type="checkbox"/> Nathan Curtis <i>Local 2250</i> <input type="checkbox"/> Theresa Dudley <i>PGCEA</i>	<input checked="" type="checkbox"/> Janine Hill <i>Kaiser Permanente</i> <input checked="" type="checkbox"/> Sheila Jackson <i>PGCPS, Family and School Partnerships</i> <input checked="" type="checkbox"/> Dirk Butler <i>United Way NCA</i> <input checked="" type="checkbox"/> Robin McNair <i>PGCPS - Restorative Practice</i> <input type="checkbox"/> Joshua Omolola <i>Board of Education</i>	<input type="checkbox"/> Tony Randall <i>Parent</i> <input checked="" type="checkbox"/> Adrian Talley <i>PGCPS - Community Schools</i> <input checked="" type="checkbox"/> Nycal Anthony Townsend <i>Boys and Girls Club</i> <input type="checkbox"/> K. Alexander Wallace <i>Board of Education</i> <input type="checkbox"/> Denise Yorkshire <i>Local 2250</i>
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MEETING NORMS/GROUND RULES	OUTCOMES
<ul style="list-style-type: none"> ● Respect: Start and end on time, disagree with ideas - not people - ensure all voices are heard, collaborate ● Engagement: Practice active listening, assume positive intent, appreciate input, accept decisions – consensus ● Responsibility: Take responsibility for your own learning, share best practices, adopt a no-fault attitude, practice cell phone, and computer etiquette ● Celebrate: Our work, accomplishments; affirm each other 	<p>By the end of this meeting, we will have:</p> <ul style="list-style-type: none"> 19. Heard updates about hiring of CSC and Community School Specialists 20. Heard about money allocated to schools and wrap around services 21. Learned about the training that has taken place 22. Heard an update on the evaluation model for community schools 23. Discussed the final version of the logic model

TIME	AGENDA ITEMS
4:00 p.m. – 4:05 p.m. 5 minutes	Review Objectives Clarify Roles Note Taker: Dr. Jackson Timekeeper: Robyn McNair
4:05 p.m. --4:10 p.m. 5 minutes	Introduction of new members <ul style="list-style-type: none"> ● Dr. Ingrid Williams-Horton -- Community School Specialist ● Mr. Dirk Butler, VP of Community Impact United Way ●
4:10 p.m. - 4:25 p.m. 15 minutes	Update on Evaluation Model for Community Schools <i>Notes:</i> <i>Dr. Carolyn Keane</i>

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	<p>Three year period: evaluation of implementation in the first year Handout shared that included:</p> <ul style="list-style-type: none"> ● Evaluation Goal; <ul style="list-style-type: none"> ○ To document and evaluate the implementation process to determine the extent to which the Community Schools Program was implemented with fidelity at the selected sites ● Evaluation Questions; ● Other Activities <p>Later will focus on attendance and suspensions Look at other districts' evaluation processes and data points</p>
<p>4:25 p.m. -- 5:00 p.m. 35 minutes</p>	<p>Updates</p> <ul style="list-style-type: none"> ● <u>Hiring of Community School Coordinators</u> <ul style="list-style-type: none"> ○ In process - using the Department of Social Services to help in this process <ul style="list-style-type: none"> ■ Started in July to interview in-house CRAs ■ Principals made the selections and Dr. Talley had the opportunity to ensure an effective match and bilingual capacity where needed ■ 16 schools already had TNI CRAs - all were selected by principals placed based upon previous service ■ Open posting led to 425 applicants <ul style="list-style-type: none"> ● Narrowed down to 80 in the second phase ● Principal selections have led to the placement of 4 who start on September 16th ● Based upon September 6th and 11th screenings, an additional 7 or 8 candidates will move to the next level of required background checks <ul style="list-style-type: none"> ○ These individuals will start end of September or early October ● 30 more needed before January ■ Regular meetings with Community Schools Coordinators and principals as well as with Dr. Talley, DSS (Nina Carter) ● Training of Community School Coordinators <ul style="list-style-type: none"> ○ Children's First did a two hour training which will be repeated each time we bring on a group of new Community School Coordinators ○ Training concentrated on what the role of coordinators will be ○ ● Training of Principals <ul style="list-style-type: none"> ○ September 1st - shared information about the process for the CS Model; access to funds discussed ○ Most of the schools were excited ○ NEA paying for conference attendance for team from PGCPs ● Hiring of Community School Specialists and their work

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	<ul style="list-style-type: none"> ○ There will be a total of 4 Specialist working out the Office of Community Schools ○ Dr. Ingrid Williams-Horton started in July ○ Two more will go to the BOE September 19 for approval ○ A third will go to the BOE later once background checks are done ○ Their role is to be in the schools once every 2 weeks - to troubleshoot with the coordinators, collaborate with the principals and facilitate the PGCPs process as well as to be thought partners ● Site Managers are being hired by DSS - <ul style="list-style-type: none"> ○ 5 more to hire ● Flamboyon will partner for family engagement strategies
<p>5:00 p.m. - 5:15 p.m. 15 minutes</p>	<p>Review of the Logic Model Final version shared/reviewed Discussion of possible tweaks</p>
<p>5:15 p.m. - 5:30 p.m. 15 minutes</p>	<p>Review of finances for schools Each school receives up to \$100,000 for wrap around services Wrap around services include:</p> <ul style="list-style-type: none"> ● Extended learning time <ul style="list-style-type: none"> ○ Before and after school ○ Weekends ○ Summer ● Safe transportation to school ● Vision and dental care services ● Expanding school-based health center services ● Additional social workers, counselors, and restorative practice coaches ● Enhancing physical wellness, including providing food for in-school and out-of-school time ● Enhancing behavioral health services including access to mental health practitioners and providing PD to school staff to provide trauma-informed interventions ● Providing family and community engagement and supports <ul style="list-style-type: none"> ○ Language classes ○ Workforce development training ● Establishing and enhancing linkages to Judy Centers ● Enhancing student enrichment experiences ● Improving student attendance ● Any other professional development for school staff to identify students who are in need of resources <p>Resources for Schools -- Partners/Vendors</p>
<p>5:30 p.m. - 5:45 p.m. 15 minutes</p>	<p>Planned events of PGCEA to support Community Schools implementation</p> <ul style="list-style-type: none"> ● Yvonne Baisich will come on half time for PGCEA to lead their Community Schools support efforts

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	<ul style="list-style-type: none"> ○ effort is to get a teacher member of staff in every school to be a member of the school's steering committee and to get them trained as well on the CS model ○ plan will be to meet to plan this process Dr. Talley and Ms. Dudley ○ two civic academies have been held by NEA ○ education in the pulpit initiative ○ PGCEA will visit schools to encourage union member engagement in each of the schools 				
<p>5:45 p.m. - 5:55 p.m. 10 minutes</p>	<p>Items for next meeting</p> <ul style="list-style-type: none"> ● Leveraging resources -- Understanding how members of steering committee can support the resources that may be able to be used at the schools ● Update on hiring of CSC ● Update on funding 				
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July 11, 2019
4:00 – 6:00 p.m

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MEETING NORMS/GROUND RULES	OUTCOMES
<ul style="list-style-type: none"> ● Respect: Start and end on time, disagree with ideas - not people - ensure all voices are heard, collaborate ● Engagement: Practice active listening, assume positive intent, appreciate input, accept decisions – consensus ● Responsibility: Take responsibility for your own learning, share best practices, adopt a no-fault attitude, practice cell phone, and computer etiquette ● Celebrate: Our work, accomplishments; affirm each other 	<p>By the end of this meeting, we will have:</p> <ul style="list-style-type: none"> 24. Received an update on the 45 Blueprint Community Schools 25. Heard updates from the subcommittees on training and needs assessments 26. Met new Instructional Specialist 27. Heard update on pilot schools

TIME	AGENDA ITEMS
4:00 p.m. – 4:05 p.m. 5 minutes	Review Objectives Clarify Roles Note Taker: Dr. Jackson Timekeeper:
4:05 p.m. -- 4:10 p.m. 5 minutes	Introduction of Instructional Specialist <ul style="list-style-type: none"> ● Dr. Ingrid Williams-Horton
4:10 p.m. -- 4:30 p.m. 20 minutes	Evaluating Implementation of Community Schools <ul style="list-style-type: none"> ● Dr. Carole Keane, Supervisor, Office of Research and Evaluation ● The department of Research and Evaluation have come up with a proposal for a 3 year evaluation of the community schools Year 1 <ul style="list-style-type: none"> ● Establish a baseline for the data points we expect to affect

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- Implementation of the program at each site
- Determine measures for outputs of interest noted on the Logic Model
- Develop data gathering protocols
- Collect data on outputs
- Develop design and evaluation questions related to short-term outcomes for summative evaluation

Year 2 Focus

- Continue to monitor implementation
- Continue to collect data on outputs
- Collect data on short-term outcomes to answer established evaluation questions
- Determine measures for long-term outcomes and develop appropriate evaluation

Year 3 and beyond

- Continue to monitor implementation
- Continue to collect data on outputs
- Continue to collect data on short-term outcomes
- Collect data for long-term to answer established evaluation questions

There are multiple ways to examine the community schools. We can do regression discontinuity and/or Interrupted

One way is to look at schools with similar FARMS (Group of schools with 80-90% FARMS compared to schools with 70-80%)

Baltimore City is using attendance as one data point for evaluating their community schools

We have to be concerned about what data points we will use for the first year. We may just need to focus on the implementation of Needs Assessments and creating the strategic goals for the school.

Need to look at MD ESSA plan as a place to find some cross data points we can use to evaluate the community schools

4:30 p.m. -- 4:40 p.m.
10 minutes

Update on Blueprint
Schools that will be identified as Community Schools

District 1

Calverton ES; Catherine T. Reed ES;
Cherokee Lane ESLaurel ES; Oaklands
ES; Buck Lodge MS

District 2

Carrollton ES; Lamont ES; Riverdale
ESRobert Frost ES; Springhill Lake ES;

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		William Wirt MS
	District 3	Carole Highlands ES; Cool Spring ES; Edward Felegy ES; International High Schools @ Langley Park; Langley Park/McCormick ES; Lewisdale ES; Mary Harris "Mother" Jones ES; Mt. Rainier ES; Nicholas Orem MS; Ridgecrest ES; Chillum ES; Adelphi ES; Rosa Parks ES; Thomas Stone ES,
	District 4	Cooper Lane ES; Dodge Park ES; Gaywood ES; Gladys Spellman ES; Glenridge ES; James McHenry ES; Judge Woods ES; Port Towns ES; Beacon Heights ES; Bladensburg ES; Templeton ES; Roger Heights ES; Woodridge ES
	District 5	Annapolis Road Academy Alternative HS
	District 6	International High School@Largo
	District 7	William Beanes ES
	District 8	Flintstone ES; Forest Heights ES; Glassmanor ES
4:40 p.m. -- 5:10 p.m. 30 minutes	<p>Updates from Subcommittees</p> <ul style="list-style-type: none"> ● Summer Training <ul style="list-style-type: none"> ○ Subcommittee Members <ul style="list-style-type: none"> ■ <i>Theresa Mitchell Dudley</i> ■ <i>Adrian Talley</i> ■ <i>Nina Carter</i> ■ <i>Rhonda Caldwell</i> ■ <i>Robin McNair</i> ■ <i>Kyle Serrette</i> ● Meeting held on June 6 <ul style="list-style-type: none"> ○ What we want people to know? <ul style="list-style-type: none"> ■ Strictly informational sessions <ul style="list-style-type: none"> ● Defining community schools <ul style="list-style-type: none"> ○ Best practices that lead to transformation and common mistakes 	

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	<ul style="list-style-type: none"> ● Explaining the Kirwin Commission and its requirements ● General implementation plan and expectations ■ How we will be structured <ul style="list-style-type: none"> ● Community School Coordinators (CSC) ● Office of Community Schools ■ Expectations of leadership <ul style="list-style-type: none"> ● Use of space ● Engagement with CSC ○ Who is our audience? <ul style="list-style-type: none"> ■ Kirwin Schools -- Immediate (face to Face or live webinar) -- Leadership and staff ■ All other schools -- Secondary (Recorded Webinar) for all school staff ○ How do we train? <ul style="list-style-type: none"> ■ We can do a live webinar or face to face ■ Set participation date(s) ■ Evaluate attendees ■ Require viewing of recorded webinar if a person didn't participate in live webinar ○ Who will do the training? <ul style="list-style-type: none"> ■ PGCPS with NEA support ■ Adrian Talley ■ Instructional Specialist (Dr. Williams-Horton) <p>There will be opportunities for external entities to come and do trainings throughout the years ahead.</p> <p>We need to look at trainings for our coordinators on race/ethnicity and cultural expectations</p> <ul style="list-style-type: none"> ● Needs Assessment <ul style="list-style-type: none"> ○ Subcommittee Members <ul style="list-style-type: none"> ■ <i>K Alexander Wallace</i> ■ <i>Rhonda Caldwell</i> ■ <i>Timothy Johnson</i> ■ <i>Nina Carter</i> ■ <i>Christina Olukunle</i> ■ <i>Kyle Serrette</i> ● Logic Model <ul style="list-style-type: none"> ○ Subcommittee Members <ul style="list-style-type: none"> ■ Tony Randall ■ Nina Carter ■ Theresa Dudley ■ Sheila Jackson ■ Kyle Serrette
5:10 p.m. -- 5:15 p.m.	Items for next meeting

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5 minutes	UPDATE on the hiring of coordinators Update on meeting with the principals Update on finances Update on timeline	
Meeting Evaluation		
	Pluses (+)	Deltas (-)
	<ul style="list-style-type: none"> ● Timing worked ● On task ● Food from Kaiser ● Collective input ● Prospective partners present at the committee 	<ul style="list-style-type: none"> ● Postponed the approval on assessment draft