Meeting Minutes

Work Group Members in Attendance: Dr. Sylvia Lawson, Ms. Shebra Evans, Ms. Michelle Finlayson, Ms. Tracy Foster, Ms. Kimberly Pogue, Ms. Melanie Shapiro, Ms. Amanda White

MSDE Staff in Attendance: Ms. Deborah Grinnage-Pulley, Mr. Shane McCormick, Mr. Elliot Schoen

Members of the Public in Attendance: Ms. Nicole Collier, Mr. John Comer, Mr. George Pesta

The meeting was called to order and a quorum was established at 9:39 a.m.

Welcome & Introductions

The work group members reviewed the minutes from the meeting on September 23, 2019. A motion to approve the minutes as presented was made by Ms. Shebra Evans and seconded by Ms. Amanda White; the motion carried.

Transition Subcommittee Presentation

Ms. Amanda White facilitated a presentation on behalf of the Transition Subcommittee. Ms. White provided a handout of the subcommittee activities to this point and summarized its mission. The subcommittee has been focused on issues related to student record transfer in local education agencies (LEAs) as students enter and exit juvenile service facilities, student record policies, policies regarding transitioning of students to and from juvenile services facilities, and issues related to individualized education plans (IEP’s).

Ms. White summarized the current transition process and policies between the Juvenile Services Education System (JSES) and the Department of Juvenile Services (DJS). Ms. White discussed provisions of a current memorandum of understanding (MOU) between JSES and DJS that establishes current school record transfer laws within the State of Maryland, and provides for resources on best practices across the country on transitioning students from juvenile services facilities back into local school systems. Ms. Tracy Foster discussed current transition processes in Montgomery County Public Schools (MCPS) and in the Alfred D. Noyes Children’s Center (Noyes) in Rockville, and provided an example of a current Noyes student and issues that they have faced in the transition process. Ms. White shared that one of the goals of the subcommittee will be to look at the transition process in MCPS and Noyes and how it compares to other counties in the State where juvenile service facilities are located.
Ms. White shared that the Criminal Justice Reform Act of 2018 contains provisions that overlap with elements of Every Student Succeeds Act (ESSA), which may be in the interest of the work group to research further. Ms. White recommended that consideration of transition policies should focus not just on assisting students returning to local school systems, but also on how to assist students in repairing breakdowns in their educational learning. Ms. Foster added that MCPS is facilitating outreach with parents to keep parents and students engaged in community activities, and to highlight for parents and students courses that will be available to students when they reenter the school system that are not currently available at Noyes.

Dr. Lawson thanked Ms. White for facilitating the presentation on behalf of the Transition Subcommittee. The members were informed that an update on the MOU would be provided during a future meeting. The members discussed creating policy recommendations to be reflected in the workgroup final recommendations; discussion regarding policy recommendations would be tabled for further discussion. Ms. White shared that she will be leaving the workgroup; a replacement from Disability Rights Maryland will be identified to replace Ms. White.

**Subcommittee State Selection**

The members discussed the states that each subcommittee would be responsible for researching. Dr. Lawson reminded the members the states that were selected by the workgroup:

- District of Columbia
- Florida
- Georgia
- Illinois
- Kentucky
- Oregon
- Virginia
- Washington

Dr. Lawson distributed a handout of a draft work group committee report for the members to review during their subcommittee breakouts. The subcommittees will be responsible for developing questions to ask each state once they have been assigned to the subcommittees.

The members inquired about the status of a request for an extension on the final report of the work group to the Governor’s Office and General Assembly. Dr. Lawson shared that the extension request has not been approved, but that the workgroup would identify future meeting dates under the expectation that the request will be granted. The members discussed dates of the week that meetings would be preferred. The members agreed to hold future meetings from 1:30 p.m. to 3:30 p.m. and to hold future meetings on the second Monday of each month.

Dr. Lawson discussed submitting an interim report to the Governor’s Office on the activity and progress of the workgroup. Dr. Lawson expressed thanks to Ms. Melanie Shapiro for providing examples to assist in drafting the report. A draft of the interim report would be prepared for the meeting on November 18, 2019. Ms. White asked if a copy of the MOU between MCPS and the
Maryland State Department of Education (MSDE) could be distributed to the members; a copy of the MOU would be sent to the members prior to the November meeting.

Ms. Evans shared that the Equity Subcommittee would research the States of Florida and Kentucky. Ms. Foster shared that the Transition Subcommittee would research the District of Columbia and the State of Washington. Ms. Michelle Finlayson shared that the Operations Subcommittee would research the States of Oregon and Virginia. Dr. Lawson shared that the Research Subcommittee would research Georgia and Illinois.

The workgroup recessed at 10:28 a.m. to breakout into subcommittee meetings.

**Work Group Subcommittee Updates**

The work group reconvened at 11:18 a.m. Ms. Finlayson shared that the Operations Subcommittee was interested in asking questions regarding hiring practices, comparing salaries between juvenile service facilities and local school systems, and how curriculum is developed compared to the local school systems. Ms. Pogue shared that on behalf of the Research Subcommittee she has reached out to several states regarding juvenile service facility management and the academic year calendar.

Dr. Lawson asked the members to submit questions developed by the subcommittees so that they can be compiled and distributed prior to the next workgroup meeting.

**Adjournment**

A motion to adjourn was made by Ms. Shapiro and seconded by Ms. White; the motion carried.

The meeting was adjourned at 11:26 a.m.