Meeting Minutes

Work Group Members in Attendance: Dr. Sylvia Lawson, Ms. Michelle Finlayson, Ms. Krystel Medley-Greene (on behalf of the Honorable Delegate Edith Patterson), Ms. Tracy Foster, Mr. James Johnston, Ms. Kimberly Pogue, and Ms. Melanie Shapiro

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

The meeting was called to order at 9:37 a.m.

Welcome & Introductions

The work group members reviewed the minutes from the meeting on October 28, 2019. A quorum of members was not present to approve the minutes. The members would revisit approval of the minutes once a quorum was established.

Approval of Future Meeting Dates

The members would revisit approval of future meeting dates once a quorum of members was established.

Review and Feedback of Draft Interim Report

A draft interim report to the Governor’s Office and the Maryland General Assembly was shared with the members for review and discussion. Dr. Sylvia Lawson, Chairperson, requested the members submit any feedback or revisions as timely as possible so that the report can be submitted by December 1, 2019.

The members were reminded to submit their questions to ask the states that the workgroup identified to compare to the State of Maryland. Each subcommittee would be responsible for reaching out to assigned states with questions to ask. The Research and Operations Subcommittees have submitted their questions. A copy of the guiding questions for each
subcommittee was distributed to the members as a refresher on the responsibilities of each subcommittee.

A quorum of members was reached at 9:45 a.m. A motion to approve the October minutes as presented was made by Mr. James Johnston and seconded by Ms. Kimberly Pogue. The motion carried.

The members were provided a copy of the Memorandum of Understanding (MOU) between the Maryland State Department of Education (MSDE), Department of Juvenile Services (DJS), and Montgomery County Public Schools (MCPS) that established the pilot partnership with the Alfred D. Noyes Children’s Center (Noyes). Several members had expressed an interest in receiving a copy of the MOU during previous meetings. The members were informed that an amendment to the MOU is being drafted. Several members requested that the draft interim report be sent electronically; Mr. Shane McCormick, MSDE staff, would send a copy to the members.

The members recessed at 9:50 a.m. to breakout into subcommittee meetings. Mr. Johnston left the meeting, and a quorum of members could not be reestablished.

**Discussion of Next Steps**

The meeting was reconvened at 11:00 a.m.

Dr. Lawson announced that the request for an extension on the final submission deadline for the workgroup’s recommendations was approved by the Maryland Speaker of the House; the final report would now be due on July 31, 2020. Dr. Lawson announced to the members that there would be no December meeting. The next workgroup meeting would be on Monday, January 13, from 1:30 p.m. to 3:30 p.m. Additional meetings would be held on the following dates:

- February 10, 2020
- March 9, 2020
- April 13, 2020
- May 11, 2020
- June 8, 2020

The members were unable to vote to approve the meeting dates due to the absence of a quorum of members for voting purposes.

Dr. Lawson asked the members to submit edits and revisions to the interim draft report by the close of business Friday, November 22. Ms. Melanie Shapiro asked if any recommendations from the workgroup would be included in the interim report. Dr. Lawson expressed that the members have not discussed or researched enough to develop any recommendations to incorporate into the interim report. Ms. Shapiro expressed not including recommendations in the interim report would be a missed opportunity.
Ms. Tracy Foster expressed that including recommendations without conducting the full research necessary would be disconcerting for the workgroup to do at the present time. Ms. Shapiro expressed that the members do not have enough information to make any recommendations regarding the pilot program between MCPS and Noyes, but that enough information has been received to make recommendations on other areas. Ms. Foster expressed that including recommendations in the interim report would invite stakeholders, such as members of the General Assembly, to draw immediate conclusions from the report and recommend policy solutions that may change or that the workgroup may not recommend in the final report.

Ms. Pogue asked if there was a timeline to get the questions for the states answered; Dr. Lawson stated there was no current timeline because not all of the subcommittees had provided their questions to submit to the states. The members discussed issues related to dual enrollment and addressing it through the workgroup final recommendations.

The members agreed that future meetings should begin incorporating discussions about the development of the final recommendations of the workgroup.

**Adjournment**

A motion to adjourn was made by Ms. Shapiro and seconded by Ms. Foster. The motion carried.

The meeting was adjourned at 11:27 a.m.