



Maryland High School Graduation Task Force
Meeting #1
UNOFFICIAL MINUTES

Friday, January 19, 2018
9:00 AM – 12:00 PM

Maryland Department of Transportation
7201 Corporate Center Drive
Hanover, MD 21076

Purpose: The State Superintendent requested a High School Graduation Task Force in response to the State Board’s interest in student performance and the meaning of a Maryland diploma. The Task Force will review current credit requirements, assessment requirements, and diploma options for secondary school students to provide recommendations for the State Board of Education by July of 2018.

Meeting #1

Agenda:

- Welcome and introductions (9:00AM - 9:20 AM)
- Purpose and outcomes of Task Force (9:20 AM - 9:45 AM)
- Task Force and committee structures and processes (9:45 AM - 10:15 AM)
- Group norms (10:15 AM - 10:30 AM)
- Break (10:30 AM - 10:45 AM)
- Current Maryland policies and regulations (10:45 AM – 11:30 AM)
- Needs, goals, and guiding questions (11:30 AM - 11:50AM)
- Wrap up and adjourn (11:50 AM - 12:00 PM)

Attendance:

Task Force Members:

Eileen Abel, Maryland Association of Community Colleges
Marc Cohen, Maryland Association of Secondary School Principals
Jennifer Davis, Maryland State Education Association
Emily Dow, Maryland Higher Education Commission
David DuLac, Maryland Association of Elementary School Principals
Rachel Durham (for Faith Connolly), Maryland Independent College and University Association
Jason Dykstra (for George Arlotto), Public School Superintendents Association of Maryland
Mary Gable, Maryland State Department of Education
Brendan Gallagher, Maryland Teacher of the Year Program
Anna Gavin, Maryland Chamber of Commerce
Terry Gilleland, Maryland Department of Labor, Licensing and Regulation
Ken Goncz, Maryland Association of Secondary School Principals

Justin Hartings, Maryland State Board of Education
Angela Holocker, Maryland State Department of Education
Carly Hviding, Maryland Governor's Office
Elizabeth Kameen, Office of the Attorney General
Charles McDaniels, Maryland Association of Boards of Education
Kelly Meissner, Special Education State Advisory
Kelly Ruby, Maryland School Counselor Association
Rudy Ruiz, Maryland Business Roundtable
Nancy Shapiro, University System of Maryland
James Scott Smith, Public School Superintendents Association of Maryland
Rick Tyler, Maryland Parent Teacher Association
Grace Wu, Maryland Association of Student Councils
Jason Wu, Maryland Association of Student Councils

Task Force Staff:

Carol Williamson, MSDE
Dara Zeehandelaar Shaw, MSDE
Nicassia Belton, MSDE
Brianna Creed, MSDE
Lynne Muller, MSDE
Laia Tiderman, MSDE
Jonathan Turner, MSDE

Welcome and Introductions

Dr. Carol Williamson officially greeted the Task Force and opened the meeting at 9:02 AM. Dr. Williamson discussed some history behind the current graduation requirements and other changes in standards and policies that have prompted the action to convene a Task Force to evaluate the Maryland graduation requirements. Dr. Williamson introduced the other co-chair of the Task Force, Dr. Dara Shaw from the Maryland State Department of Education (MSDE) and then reviewed the agenda for the meeting. Dr. Williamson guided a round of introductions for all the Task Force members asking them to state their names and intended contributions for the group. Dr. Williamson asked the Task Force members to find a substitute in the event they cannot attend future meetings.

Purpose and outcomes of the Task Force

Dr. Williamson and Dr. Shaw reviewed the purpose, areas of work, outcomes, and timeline for the Task Force. The stated purposes of the Task Force included establishing what a Maryland diploma means, adhering to requirements from the More Job for Marylanders Act, and responding to overarching national concerns about student performance. The primary areas of work for the Task Force include: (1) reviewing current credit requirements, (2) reviewing current assessment requirements, and (3) reviewing diploma options. The primary outcome for the Task Force is to propose recommendations regarding the high school graduation requirements to the State Board of Education in July of 2018. The timeline for the Task Force consists of a series of meetings to take place between January and May.

Task Force and Committee Structures and Processes

Dr. Shaw detailed the subsequent meetings, their logistics, facilitators, and available resources. Three committees comprised of the Task Force members will review credit requirements, assessment requirements, and diploma options separately every other meeting to ensure adequate time and concentration on each topic. Each committee will be facilitated by a MSDE employee with the support of additional MSDE staff. The MSDE facilitators and support staff are not members of the Task Force. General session meetings will take place on alternate meeting times with time to allow the different committees to share information, recommendations, considerations, and resources with the full Task Force

Following a review of the meeting processes, Dr. Shaw displayed the online public folders available to the Task Force that will house information pertaining to each meeting (<http://bit.ly/gradTF>). Additional resources available to the Task Force in the online platform include relevant data, articles, policies, regulations, and laws. Dr. Shaw explained that the Task Force has the ability to request additional resources in order to support their work as needed.

After an overview of the online resources, Elizabeth Kameen from the Maryland Attorney General's Office explained the Open Meeting Act to the Task Force.

Group Norms

Next, the Task Force established a set of group norms for both their large and small group meetings. After the norms were collected the Task Force took a fifteen-minute break from 10:30 AM to 10:45 AM before resuming work

Current Maryland Policies and Regulations

Following the break, the Task Force was presented an overview of the current graduation policies and regulations set forth in the Code of Maryland Regulations (COMAR). Dr. Williamson presented information on credit requirements, enrollment requirements, service learning requirements, other provisions for earning a credit, assessment requirements, the notification procedure from school personnel to parents/guardians and students regarding graduation status, grading policies, diploma and certificate options, local education agency (LEA) endorsements, the Maryland Seal of Biliteracy, alternatives to four year enrollment, and general provisions.

Needs, Goals, and Guiding Questions

With a review of the current high school graduation policies and regulations completed, the Task Force participated in a brainstorming session designed to develop goals for the next meeting. Guided questions were provided to help start the session. After the Task Force had a chance to reflect and answer the prompts individually they worked in small groups to draft their goals. Dr. Williamson and Dr. Shaw asked each small group to report out on one goal they developed.

Closing Remarks

Dr. Shaw explained to the Task Force that the next meeting would take place on Friday, January 26th at the same time and location as meeting #1. She explained that the Task Force would review their goals and refine them more at the next meeting. She thanked everyone for their participation and officially adjourned the Task Force at 12:02 PM.

Next Meeting:

Friday, January 26, 2018, 9:00 AM – 12:00 PM, Maryland Department of Transportation

Task Force Contact: Robin Wefelmeyer (410) 767-3646, robin.wefelmeyer@maryland.gov

For copies of agendas, minutes, and resources, please refer to the website for the Maryland High School Graduation Task Force at

<http://www.marylandpublicschools.org/about/Pages/MHSGTF/index.aspx> .