



**Maryland High School Graduation Task Force  
Meeting #2  
MINUTES**

**Friday, January 26, 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 and provide recommendations for the State Board of Education by July of 2018.

**Meeting #2**

**Agenda:**

- Welcome, approve minutes, and warm up activity (9:00AM - 9:15 AM)
- Review readings on current regulations (9:15 AM - 9:30 AM)
- Refine preliminary goals/guiding themes and begin interpreting them as committee work (9:30 AM - 10:30 AM)
- Break (10:30 AM - 10:45 AM)
- Present committee assignments (10:45 AM – 10:50 AM)
- Committee work: finish interpretation of goals/themes, begin to brainstorm need-to-knows (10:50 AM - 11:50AM)
- Wrap up and next steps (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  
David DuLac, Maryland Association of Elementary School Principals  
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  
Brandon Hill, Maryland Association of Student Councils  
Angela Holocker, Maryland State Department of Education

Carly Hviding, Maryland Governor's Office  
Michele Jenkins Guyton, Maryland State Board of Education  
Elizabeth Kameen, Office of the Attorney General  
Kia McDaniel, Maryland English Language Learning Family Involvement Network  
Charles McDaniels, Maryland Association of Boards of Education  
Kelly Meissner, Special Education State Advisory  
Kelly Ruby, Maryland School Counselor Association  
Barbara Schmertz (for Emily Dow), Maryland Higher Education Commission  
James Scott Smith, Public School Superintendents Association of Maryland  
Nancy Shapiro, University System of Maryland  
Rick Tyler, Maryland Parent Teacher Association  
Peaches Wilson, Maryland Department of Human Services

*Task Force Staff:*

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

**Welcome, approve minutes, and warm up activity**

Dr. Williamson greeted the task force and officially started the meeting at 9:00 AM. The task force voted and approved the minutes with no opposition.

Next, Dr. Williamson presented the day's agenda and explained the opening activity. In small groups, the task force was directed to reflect upon and discuss what they believed to be the most important aspect of the task force's work. Generated feedback included themes of equity, the significance of a Maryland diploma to employers and institutions of higher education, universality of requirements, flexible options, and alternative assessments.

**Review readings on current regulations**

Dr. Williamson led a brief discussion and answered questions about the assigned readings and reviewed the current regulations set forth in the Code of Maryland Regulations (COMAR) pertaining to the high school graduation requirements.

**Refine preliminary goals/guiding themes and begin interpreting them as committee work**

Dr. Shaw explained to the task force that they would now be refining the broader goals and concepts they constructed last week. Dr. Shaw led an activity the task force would be utilizing in their committee work. Using the three guiding concepts developed by the task force at the previous meeting (knowledge and skills, personalization, and equity), the task force was asked to

develop lists of guiding questions and researchable sources of information they would need to make future recommendations.

### **Present committee assignments**

Dr. Williamson explained the process by which committee members were selected and arranged into the three committees: program, assessments, and diplomas. Dr. Shaw and Dr. Williamson then displayed the committee membership, introduced the committees to their Maryland State Department of Education (MSDE) support staff, and explained where the committee members would be transitioning to for their committee work after the break. The task force took a brief fifteen minute break before resuming work in their committees.

### **Committee work: finish interpretation of goals/themes, begin to brainstorm need-to-knows**

The task force then separated into their committees to discuss the guiding concepts of equity, personalization, and knowledge and skills under the purview of their committee assignments, e.g. credits, assessments, and diplomas. Committee facilitators will consolidate the guiding questions (which will be used to form recommendations) and need-to-know items (which will become the rationale for the recommendations).

### **Wrap up and next steps**

Dr. Shaw reconvened the task force from their committee work and reminded the group to check their committee folders online in order to access new reference and resource material for future meetings.

Dr. Shaw and Dr. Williamson shared closing remarks and thanks. They explained that the majority of time at the next meeting would be spent on committee work.

### **Adjournment:**

Dr. Shaw officially closed the meeting at 11:54 AM.

*Next Meeting:* Friday, February 9, 2018 at the Maryland Department of Transportation, 7201 Corporate Center Drive, Hanover, MD 21076.

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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> .