



District Steering Committee [Rolling Agenda](#) for 2021 - 2022 SY

[September 2, 2021](#)

[November 4, 2021](#)

January 13, 2022

March 3, 2022

May 5, 2022

June 2, 2022

District Steering Committee Meeting

September 2, 2021
4:00 p.m. - 5:30 p.m.

Attendees List

<input checked="" type="checkbox"/>	Nycal Anthony Townsend <i>Boys & Girls Club</i>	<input checked="" type="checkbox"/>	Donna Christy (Dr. Suzanne Windsor) <i>PGCEA</i>	<input type="checkbox"/>	Janine Hill <i>Kaiser Permanente</i>	<input type="checkbox"/>	Tony Randall <i>University of Maryland</i>
<input checked="" type="checkbox"/>	Pamela Boozer-Strother <i>Board of Education</i>	<input type="checkbox"/>	David Curry <i>PGCPS-Associate Superintendent</i>	<input checked="" type="checkbox"/>	Sheila Jackson <i>PGCPS- Family & School Partnerships</i>	<input type="checkbox"/>	William Sellman <i>SEIU - 400</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> <p>Objective 1: Discuss possible theme for SY22.</p> <p>Objective 2: Create the Virtual Family Engagement Committee.</p> <p>Objective 3: Create a committee to implement a virtual job fair.</p> <p>Objective 4: Discussion about a new logic model in collaboration with United Way.</p>

Please Sign In - [Office of Community Schools Sign-In Sheet](#)

TIME	AGENDA ITEMS
4:00 p.m. – 4:05 p.m. 5 minutes	Review Objectives Clarify Roles Note Taker: Dr. Sheila Jackson



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4:05 p.m. – 4:15 p.m. 10 minutes	<p>Check-in: Introductions</p> <p>What is your name?</p> <p>What is your office/organization, etc.?</p> <p>What is your position?</p> <p>What is one thing you did this summer for fun?</p>												
4:15 p.m. - 4:25 p.m. 10 minutes	<ul style="list-style-type: none">● Review Previous Meeting Action Items: The committee was dedicated to completing the following for SY22: adopting a theme, monthly virtual family engagement workshops, a Mid-Year Job-Fair and EOY Spotlight on Community Schools.● Secretary role vacancy. Nomination and voting.<ul style="list-style-type: none">○ Nycal Anthony-Townson will be Secretary for the Steering Committee○ Dr. Sheila Jackson will be Assistant Secretary <table><tr><th>Action Item</th><th>Assigned</th><th>Due Date</th><th>Status/Comments</th></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr></table>	Action Item	Assigned	Due Date	Status/Comments								
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4:15 p.m. - 4:25 p.m. 10 minutes	<p>OBJECTIVE 1: Discuss possible theme for SY22.</p> <p>Possible Theme for SY22: Providing Parents Possibilities = Powerful Communities</p> <p>Additional Considerations/Discussion</p> <ol style="list-style-type: none">1. Empowering Parents + Expanding Possibilities = Powerful Communities2. Partnerships Empowering Possibilities (PEP) <i>Thumbs up!</i>3. Empowering Parents - Tools & Resources4. Empowering Family Partnerships5. Culturally competent curriculum in relation to national efforts around social justice work6. Request to move away from term “parents” and consider an alternate term to encompass families7. Proposed theme following discussion: Partnership Empowering Possibilities = Powerful Communities <table><tr><th>Action Item</th><th>Assigned</th><th>Due Date</th></tr></table>	Action Item	Assigned	Due Date									
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Adopt a theme for SY22 <i>Partnerships Empowering Possibilities (PEP)</i>	Steering Committee	<input checked="" type="checkbox"/> 9/2/21								
4:25 p.m. - 4:40 p.m. 15 minutes	<p>OBJECTIVE 2: Create the Virtual Community Schools Resource Committee.</p> <p>Virtual Community Schools Resource</p> <ul style="list-style-type: none">● Meetings once a month● What does it mean to be a Community School● Family Engagement● Restorative Justice Practices● Mental Health● Leveraging District Steering Committee talents and resources to increase support for families● Summer Programming● Pull in Alums of the TV Stations, Celebrity Factor to draw an increase in attendees <table><tr><th>Action Item</th><th>Assigned</th><th>Due Date</th></tr><tr><td>Create a Virtual Community Schools Resource Committee that educates, engages, and empowers partners</td><td>4 to 5 Members of the Steering Committee:<ul style="list-style-type: none">● Erica Louison,● Pamela Boozer-Strother● Dr. Sheila Jackson</td><td><input checked="" type="checkbox"/> 9/2/21</td></tr><tr><td>The committee will have an action plan for implementation to share with the Steering Committee</td><td>4 to 5 Members of the Steering Committee</td><td><input type="checkbox"/> 11/4/21</td></tr></table>	Action Item	Assigned	Due Date	Create a Virtual Community Schools Resource Committee that educates, engages, and empowers partners	4 to 5 Members of the Steering Committee: <ul style="list-style-type: none">● Erica Louison,● Pamela Boozer-Strother● Dr. Sheila Jackson	<input checked="" type="checkbox"/> 9/2/21	The committee will have an action plan for implementation to share with the Steering Committee	4 to 5 Members of the Steering Committee	<input type="checkbox"/> 11/4/21
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4:40 p.m. - 5:00 p.m. 20 minutes	<p>OBJECTIVE 3: Create a committee to implement a virtual job fair.</p> <p>Mid-Year Activity: Hosting a Job Fair for Parents</p> <p>Discussion:</p> <ul style="list-style-type: none">● Consider support for families with legal circumstances that may prevent them from applying and/or acquiring sufficient employment									



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5:00 p.m - 5:10 p.m. 10 minutes	<p>OBJECTIVE 4: Discussion about a new logic model in collaboration with United Way.</p> <ul style="list-style-type: none">Needs an update based upon changes over three years of implementationMembers will be kept informed												
5:10 p.m - 5:20 p.m 10 minutes	<p>Next Meeting Thursday, November 4, 2021 4:00 p.m.- Items to discuss:</p> <ul style="list-style-type: none">Virtual Community Schools WorkshopsVirtual Job Fair <table><tr><th>Plus (+)</th><th>Delta (-)</th></tr><tr><td><ul style="list-style-type: none">❖ Good cooperation❖ Positive energy in relation to Community Schools❖ Time efficient</td><td><ul style="list-style-type: none">❖</td></tr></table>	Plus (+)	Delta (-)	<ul style="list-style-type: none">❖ Good cooperation❖ Positive energy in relation to Community Schools❖ Time efficient	<ul style="list-style-type: none">❖								
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TIME	AGENDA ITEMS
4:00 p.m. – 4:05 p.m. 5 minutes	Review Objectives Clarify Roles Note Taker: Nycal Anthony Townsend
4:05 p.m. – 4:15 p.m. 10 minutes	Check-in: https://www.cbsnews.com/news/dads-on-duty-louisiana-school-update/



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4:15 p.m. – 4:25 p.m. 10 minutes	<p>Review Previous Meeting Action Items:</p> <ul style="list-style-type: none">● 2 Subcommittees were created:<ul style="list-style-type: none">○ A new secretary was elected.○ Virtual Community School Resource Committee and a plan for implementation will be shared.○ Virtual Job Fair Committee and a plan for implementation will be shared. <table><tr><th>Action Item</th><th>Assigned</th><th>Due Date</th><th>Status/Comments</th></tr><tr><td></td><td></td><td><input type="checkbox"/></td><td></td></tr></table>	Action Item	Assigned	Due Date	Status/Comments			<input type="checkbox"/>					
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4:25 p.m. - 4:35 p.m. 10 minutes	<p>OBJECTIVE 1: Heard updates and next steps from the Virtual Community Schools Resource Committee.</p> <p>The Subcommittee has not yet met to date.</p> <table><tr><th>Action Item</th><th>Assigned</th><th>Due Date</th></tr><tr><td>The Subcommittee will schedule a meeting to develop an implementation plan to be presented by the next meeting.</td><td>VCSR Committee</td><td>1/13/2021</td></tr><tr><td>A tickler will be sent out to remind committee members of this commitment.</td><td>NAT</td><td>11/10/2021</td></tr><tr><td>Add Dr. Windsor to the VCSR Committee membership</td><td>NAT</td><td>11/14/21</td></tr></table>	Action Item	Assigned	Due Date	The Subcommittee will schedule a meeting to develop an implementation plan to be presented by the next meeting.	VCSR Committee	1/13/2021	A tickler will be sent out to remind committee members of this commitment.	NAT	11/10/2021	Add Dr. Windsor to the VCSR Committee membership	NAT	11/14/21
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Add Dr. Windsor to the VCSR Committee membership	NAT	11/14/21											
4:35 p.m. - 4:45 p.m. 10 minutes	<p>OBJECTIVE 2: Heard updates and next steps from the Virtual Job Fair presented by Janine Hill.</p> <p>Tuesday, November 30,2021 @9-11am (READY Theme) Coaching, Interviewing Skills and Career Assessments (sponsored by Kaiser). Agenda will be provided. 45 minute sessions and evaluations.</p> <p>Wednesday, December 8, 2021 @9-11am (SET Theme) Dress for Success, Interviewing 45 minute sessions and evaluations.</p>												



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Wednesday, December 15, 2021 @9-11am (GO Theme) Zoom Job Interviews hosted on the UMD platform (6 candidates per employers) and evaluations.

Targeting 100 attendees/participants; Giveaways will be awarded (Prizes include: Fitness Club Membership; Gift Card for Business Attire; Technology Kit for Virtual Interviews; One on One Coaching)

[Job Fair Flyer \(2\).pdf](#)

Action Item	Assigned	Due Date
Flyers to be distributed through social media	All	11/5/2021

4:45 p.m. - 4:50 p.m.
10 minutes

OBJECTIVE 3: Shared updates in the Office of Community Schools.

Board Member Booze-Strothers presented CIS to the Board (Link to recording provided. Here is the link to the session hosted by Keisha Thorpe <https://youtu.be/XIHHEw0dGTE>

All Site Coordinators have been secured for all new CIS.

CIS Needs Assessments are currently being conducted until 11/12/21 for all students, parents and staff.

Family engagement activities are being host by CIS Site Coordinators.

Action Item	Assigned	Due Date
Career Fair Subcommittee Report	Subcommittee	1/13/22

4:50 p.m. - 5:00 p.m.
10 minutes

Next Meeting - Thursday, January 13, 2022 4:00 p.m.

Items to discuss:

- Virtual School Resource Center Subcommittee Report

Plus (+)

Delta (-)



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	<ul style="list-style-type: none">❖ Subcommittee “ticklers” are truly appreciated! 🧡❖ Great reports received❖ Great to hear from the field from BOE member Boozer-Strother	<ul style="list-style-type: none">❖
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