MHSA BOD Retreat

 Meeting Minutes

# Date: July 11, 2017

**Board Members Present:** Mary Beck, Tymeerah Butts-Grandy, Tom Dolan, Laurencia Hutton-Rogers, Charlene Muhammad, Tavon Myers, Trina Powell and Cynosa Sherman

**Board Members Absent:** Beth Krugerud, Sharon Owens, Gabrielle Jeanty, Meg Slye and Irianna Mendez

**Others Present:** Executive Officer, Simeon Russell, Operations Manager, Yvonne Bellamy, Tresa Hanna (MSDE) and Cindy Lessner (MSDE)

|  |  |  |
| --- | --- | --- |
| **Subject** | **Discussion** | **Action** |
| **Call to Order****MSDE Overview****Statement of Work & Needs Assessment****Maryland EXCELS****Committee Reports****Family Service Workers Credential**Organizational ChartsNext meeting | Board President, Tavon Myers, called the meeting to order at approximately 9:34 am.  Tresa Hanna, from MSDE, highlighted the following things contained in the Partners Quarterly Newsletter, that can be found on the earlychildhood.marylandpublicschools.org/partners-newsletters website,with regards to early learning:* Wrap Back Program
* Reimbursement for OCC required fingerprinting
* SEFL website & upcoming trainings
* Early Learning Assessment (reliability/validity)
* Review of over-all information contained in the Newsletter

Tresa reports that by September of 2018 a universal form for documenting previous care should be available. She reported on the issues surrounding PG County losing their Head Start Grant. She reports that the following resources are either available or soon to be available on the SEFEL website; Family Engagement Modules, Family Engagement Tool Kit and Preventing Expulsion and Suspension. She reports that there is also some free SEFEL Trainings for Professional Development. Cindy Lessner, from MSDE, who is involved with the Early Childhood Advisory Committee (ECAC), reports that Cheryl Atley has retired and Amy Beall filled her seat on the advisory committee. She reports that Kia McCloud is now the Communication/Tech Specialist for that committee. She reports that Kia is in the process of developing a twitter handle and designing a family communication plan to assist with engaging families. Cindy reports that a Family Engagement Summit is being held on Thursday, August 3, 2017. The theme for this summit will be “Engaging Families in Modern Times.” The contents of this summit will be focused on family structures and issues effecting families in today’s society. Cindy highlighted the following items in her report:* Kellogg’s 2-year Gant
* Family Engagement tool kit
* Ready Rosey (Phase II)
* Parent Leadership Institute
* CCSSO-ECH Family Engagement Model Framework
* Early Childhood Public Awareness Campaign
* Professional Development Training (tech training & suspension/expulsion support training coaching model)
* KRA results (comparing data from last year to this year)

Executive Officer, Simeon Russell and Tresa both reported on the current Statement of Work and new Statement of Work along with the current Needs Assessment and new Needs Assessment. All documents were presented on an overhead for the membership to follow along with during the review. Copies of all reports can be found on Google docs.Tresa reports that an agency can jump levels in EXCELS if they are being monitored/accredited by MSDE. She reports that any school system taking pre-k dollars are monitored by both the Federal Government and MSDE. She reports that Montgomery County is currently going through accreditation at this time. She reports that the University of Maryland College Park (UMCP) developed a new state Early Learning curriculum that was piloted in 2017. She reports that The Creative Curriculum, currently being used by early learning professionals, has been approved for 3 year olds, but not 4 year olds. She reports that a number of agencies are bulking at this due to the monies that have been spent on The Creative Curriculum. She reports that it is her understanding that the curriculum developed by UMCP is to be made available as a free state curriculum. Simeon reports that for the sake of those members present today that were not present yesterday he is going to review the acronym SWOT (strengths, weaknesses, opportunities & threats). He pointed to the flip chart papers posted around the room with those individual words noted on them. He reports that going forward in the retreat should any member find something to be a strength, weakness, opportunity or threat to the Board to please note it under the appropriate heading. Charlene suggested changing the “T” in the acronym to a “C” for challenges versus threats.Public Policy talking points:* Parent Leadership Institute & Rally 9/26-9/27/18 to be held during the NHSA leadership Conference. Rally to be held in the morning and participates to visit congressman in the afternoon. MHSA to sponsor $20 fee for the first 50 parents that sign-up for the institute.
* Congressmen to visit various programs in August
* Partner with Maryland Family Network for HS Day in Annapolis. Strength in numbers and collaborate on early learning agenda.
* Maryland Family Network leadership/advocacy Melanie Martin

T&TA* 2017 MHSA Fall Conference November 7-10, 2017 Radisson Downtown Inner Harbor/Pikesville area
* Conference parking built into conference registration-in/out privileges
* Room rate $109 a night
* City tourism discount tickets
* Parent Ambassadors to guide attendees
* Partner with Lakeshore Learning to facilitate a workshop on classroom design
* Conference Theme “Preparing Today for a Better Future”

Tavon reports that during the MHSA Spring Conference he was presented with an opportunity for the Association to become involved in the Family Service Workers (FSW) Credentialing requirement as the state coordinator for credentialing. He was on a conference call during the spring conference where he found that there was a need for a State Credentialing Coordinator for Maryland. He reports that since November of 2016 any FSW coming on board with a program that does not hold a degree in either Social Work on Human Services needs credentialing similar to the requirement of teaching staff. He reports that once an individual completes their 90 hour credentialing course work their module materials will be sent to the University of Connecticut for processing. He reports that Tracy Versie, from MSDE, will be collaborating on this project with the association. The association will charge a fee for service as the State Coordinator. MHSA will also collaborate with two trainers in Maryland for training services. Those persons selected as trainers would have to have completed/passed the“ Family Development Credentialing train the trainer workshop”. This opportunity will allow parents in Maryland to be trained as FSW’s. Tavon reports that in order to move forward with this project he needs a motion form the floor to do so. Tavon reports that he will contact Tracy at MSDE to move forward with the application for the Association. Details to follow on this venture.Operations Manager, Yvonne Bellamy presented the MHSA Spring Conference fiscal report with the membership. She also took this opportunity to review the 2nd quarter fiscal report with the membership as well. Each member was provided with a hard copy of both reports in their retreat packets to follow along with during her presentation. Refer to documents posted on google docs for specifics. Board Reps, Laurencia Hutton-Rogers and Cynosa Sherman inquired regarding donations for the MHSA fall conference. Laurencia indicated that she could possibly get lanyards donated to distribute to the attendees. Cynosa indicated that she could possibly get stylus pens donated for distribution as well.Marketing Outreach* Simeon created a power-point explaining the purpose and function of the association and member benefits/perks of joining
* Focus group to discuss membership
* Reach out & partner with statewide vendors for member offers
* Schedule meeting with Maryland Child-Care Association (MDCCA/Christine Peusch) to discuss partnership
* Partner with MDCCA on future conferences and trainings
* Conference by the sea vendor table & workshop
* Board Rep, Meg Slye is connecting with MHSA Alumni

Policies & Procedures:Simeon presented the MHSA Organizational Charts for review and discussion. The chart recommended by the members will be posted on the MHSA website with e-mail links to reach the appropriate board member.Tavon, suggested given the time of day and work put-in by the board today that the final 2 agenda items be moved to tomorrow’s agenda. The next BOD meeting will be held tomorrow July 12, 2017. Day 3 of the retreat.  | Board Rep, Tom Dolan made the motion for MHSA to move forward with becoming the State Coordinator for the Family Development Credentialing, LLC, Board Secretary, Mary Beck seconded. Motion carried.Board Secretary, Mary Beck made the motion to accept both fiscal reports as presented, Rep, Tom Dolan seconded. Motion carried.Respectfully Submitted By: Mary Beck MHSA Board Secretary |
|  |  |  |