

JOINT COMMITTEE MEETING  
Communications & Public Engagement Committee  
Strategic Planning Committee

January 19, 2011  
1:00 p.m.  
Room 120

The meeting was called to order at 1:01 p.m. with the following committee members and Board staff present: Dr. Judy Docca, chair, Communications and Public Engagement Committee (CPEC) and Strategic Planning Committee (SPC); Ms. Shirley Brandman, member, SPC; Mr. Michael Durso, member, CPEC and SPC; Mrs. Patricia O'Neill, member, SPC; Mr. Roland Ikheloa, Board chief of staff; Ms. Suzann King, staff assistant; Ms. Laura Steinberg, staff assistant; and Ms. Kathy Yorro, reporter.

MCPS staff present: Dr. Jevoner Adams, supervisor, Disciplinary Review and School Assignment Unit; Mr. Juan Cardenas, director, Multimedia Services; Mr. Brian Edwards, chief of staff, Office of the Superintendent of Schools; Mrs. Deborah Fagan, pupil personnel worker; Mr. Steve Neff, director, Pupil Personnel Services; Ms. Maureen Ryan, assistant to the associate superintendent of Special Education and Student Services; Mr. Stan Truman, pupil personnel worker; Ms. Lori Christina Webb, executive director, Office of the Deputy Superintendent of Schools; and Ms. Brenda Wilks, director, Department of Student Services.

Welcome and Introductions

The meeting was called to order at 1:01 p.m. with the introduction of attendees.

Joint Committee Meeting Minutes

The minutes of the May 26, 2010, joint meeting of the Communications and Public Engagement Committee and Strategic Planning Committee were approved unanimously.

Roles and Responsibilities of Pupil Personnel Workers

The committees received a presentation from Mrs. Deborah Fagan and Dr. Stanley Truman regarding the roles and responsibilities of pupil personnel workers (PPW's). The presentation included information on the following:

- Changes in the role of the pupil personnel worker over the years.
  - Increased student enrollment resulting in PPW's being reactive rather than proactive.
  - Email is now the primary form of communication.
  - Increase in meetings that PPW's must attend.
  - Numbers of change of school assignment requests have increased.
- Responsibilities include—
  - Work collaboratively with principals, school staff, parents, and students to identify prevention and early-intervention strategies for student success on issues including attendance, suspension, and expulsion.
  - Manage cases for home-schooling and change of school assignment requests. (These types of cases have increased over the years.)

- Serve as a liaison between the school principal and social services.
- Attend student Educational Management Team (EMT) and Individualized Education Plan (IEP) meetings.
- Work with schools on verification of residency for Grade 8 students.
- Support for homeless students.
- Support for students in alternative programs working on bringing the student back to the home school.

Committee members thanked the staff for their presentation.

#### Fall 2010 Community Roundtables

Ms. Suzann King provided an overall summary of the Community Roundtable events held by the Board:

- Community Roundtables were held on October 13 and 28, 2010.
- New format used for the roundtables was modeled after the Maryland Association of Boards of Education's (MABE) *What Counts program*.
- Participants in the roundtable were recommended by principals from each school.
- Participants were involved in discussions based on three key questions.
- Observations indicated that participants had to grapple with priorities, were excited with the different viewpoints expressed at each table yet were surprised in the likeness in the needs for their schools.
- Data collected from the roundtable discussions made available to the public for review.

Committee members felt that the roundtable discussions were a good exercise with very structured conversation, which provided useful information for the budget and strategic planning process.

#### Update on Community Engagement for Superintendent Search

Committee members were provided an update on the superintendent search process.

- Outreach is extensive.
- Focus group meetings have been scheduled with smaller groups meeting during the day and larger community meetings in the evening.
- After focus group meetings are completed, a list of desired characteristics will be developed by the search consultants -- Hazard, Young, Attea and Associates (HYA) -- and provided to the public.
- Information about the search process is being disseminated via the Web, QuickNotes, Facebook, and press releases
- Regular updates will be scheduled on the Board meeting agendas.
- Board president will conduct an interview with HYA, which will be videotaped and placed on the web.

A schedule of the focus group meetings will be provided to the committee members.

The meeting was adjourned at 2:38 p.m.