

Child Abuse and Neglect Advisory Group
June 10, 2015
3:00 p.m. to 5:00 p.m.
Room 127

By the end of the meeting our team will have:

- Provided feedback on proposed adjustments to the draft policy.
- Provided feedback on proposed adjustments to the draft protocols.
- Received an update on the staff training for 2015-2016.
- Identified next steps.

Time	Activity	Who
3:00–3:05 5'	Welcome <ul style="list-style-type: none"> ▪ Review outcomes and agenda 	Ms. Deb Berner
3:05–4:35 30'	Feedback on Draft Policy and Protocols <ul style="list-style-type: none"> ▪ Share process ▪ Highlight summative data ▪ Engage in individual reflection ▪ Provide feedback ▪ Discuss next steps 	Ms. Stephanie Williams All
4:35–4:55 20'	Update on Staff Training <ul style="list-style-type: none"> ▪ Review process ▪ Update on RFQ ▪ Discuss next steps 	Ms. Arronza LaBatt Dr. Elizabeth Rathbone
4:55–5:00 5'	Closing <ul style="list-style-type: none"> ▪ Review action items ▪ Plus/Deltas 	Dr. Rathbone

Next Meeting: July 8, 3:00 – 5:30 p.m. in room 127, Carver Educational Services Center

Meeting Notes:

Agenda item: Welcome

Presenter: Ms. Deb Berner

Discussion:

Reviewed agenda and outcomes for the meeting.

Agenda item: Feedback on Draft Policy and Protocols

Presenter: Ms. Stephanie Williams

Discussion:

Ms. Williams described the process for amending the policy, including timeline for public comment and next steps, such as the June 15, 2015 presentation to the Board of Education (BOE) Policy Management Committee. Meeting will be held at 2:00 p.m. and is open to the public. It also will be televised and streamed online.

Majority of public comments related to protocols. Staff members recommended adjustments to policy and protocol after reviewing the comments.

For this meeting, all members read and reviewed the policy and protocol and the public comments. Any suggestions for edits or review were noted on the capture sheet provided. Ms. Williams will make any necessary changes to the policy and protocol discussed today that will be given to BOE Policy Management Committee for their June 15 meeting.

Policy:

Ms. Williams reviewed the recommended changes to the policy.

- Line 61 suggests this policy applies only to adults with access to children on school property. What about field trips or Interim Instructional Services (IIS)?
 - Protocol defines “MCPS property” to include any place where MCPS staff members are serving in their capacity as staff members. This means that field trips, IIS, and outdoor education are included.
- Public comments suggested that policy is not in compliance with what the law requires.
 - Recommended changes addressed these concerns.
- On p. 7, it states “investigation by any external agency” (singular). Since often there are joint investigations, would suggest changing word to “agencies” (plural).
- Language in policy suggests that no contact with the alleged victim (child) is permitted during an investigation. Does that include counseling support?
 - No. There are provisions in the protocol for counseling children (e.g., with The Tree House).
 - There are no blocks against students accessing services. If there are any questions, call Montgomery County Police Department (MCPD) or CPS for clarification.

Protocols (future Regulation):

Mr. Civin reviewed the recommended changes to the protocol (highlighted in red on protocol).

- A lot of time and work was spent on these protocols.
- Page 12, #2: Change “guidance counselor” to “school counselor.”

Action items

Person responsible

Deadline

- | | | |
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| ✓ Clarify when CPS will notify MCPS about allegations of abuse or neglect that involve MCPS employees, even if alleged victim is not an MCPS student or the report was made by a | MCPS and CPS staff members. | July 8, 2015 |
|--|-----------------------------|--------------|

non-MCPS employee.

- ✓ Clarify what information will be provided to BOE on annual MCPS staff members. July 8, 2015 basis.
- ✓ Provide information/research that SCAL is a best practice MCPS staff members. July 8, 2015 that works. Where has this been successful and are demographics of that district/school comparable to MCPS'?

Agenda item: Update on Staff Training

Presenter: Ms. LaBatt

Discussion:

RFQ was sent out and four proposals were received and reviewed by selection committee comprising of MCPS staff members and representatives from our county partner agencies. Ms. LaBatt reviewed modules, their target audience, and general content.

Training will be combination of online modules and face-to-face trainings and will include an assessment component.

- All MCPS staff members will be trained before students return to school in the fall.
- Training for volunteers and contractors will be phased in.
- Pre-training for transportation and counselors completed.
- Additional training for all Department of Student Services staff members will take place this summer.

Agenda item: Closing

Presenter: Ms. LaBatt

Action items

- | | Person responsible | Deadline |
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| ✓ Incorporate questions, comments, and considerations into policy and protocol for BOE Policy Management Committee meeting on June 15, 2015. | Ms. Williams | June 12, 2015 |
| ✓ Employee Code of Conduct still being developed. It will be shared with this workgroup when it is completed and will be posted online on the MCPS website. | Mr. Stan Damas | July 8, 2015 if possible |
| ✓ Continue development of staff training. | Ms. LaBatt and MCPS staff members | Ongoing |
| ✓ Next meeting is July 8, 2015. | MCPS staff | July 8, 2015 |