

**Child Abuse and Neglect Work Group Summary Notes
December 17, 2014**

Goal: To present updates on the on-going work of each subcommittee in support of the systemic plans for reporting, training, and educating Montgomery County Public Schools (MCPS) students, staff, and parents on matters of child abuse and neglect.

Memorandum of Understanding between District and Partner Agencies

MCPS will be working with members of the Montgomery County Department of Health and Human Services' Children's Protective Services (CPS), the Montgomery County Police Department (MCP), the Maryland State's Attorney for Montgomery County, and the Montgomery County Attorney as part of a multidisciplinary team. This team will collaborate to outline new protocols for reporting and investigating reports of suspected abuse, to streamline processes for reporting abuse, and to clarify the communication structures between MCPS and its partner agencies.

Subcommittee Report Out

The larger work group is divided into six subcommittees: policy and regulations, human resources, communication, staff training, parent awareness, and student awareness. Each subcommittee presented updates of their ongoing work. Work group members had an opportunity to ask clarifying questions and offer other suggestions and considerations to the subcommittee leads.

Subcommittee Updates

Staff Training	<ul style="list-style-type: none"> • Currently developing staff training materials • Face-to-Face and Online training with assessment will be implemented after January 5th • This will also be a part of required regular annual training, with attention to process improvements each year. • Training and awareness also will be implemented for all new teachers as part of the New Educator Orientation (NEO) • Substitute teachers will be expected to also complete online training and assessment on child abuse and neglect • Recommendation to train volunteers as well.
Office of Human Resources and Development	<ul style="list-style-type: none"> • Ensure screening of new and existing employees is in alignment with best practices • Screening of volunteers who have direct and unsupervised access to students, e.g., overnight field trips, regular classroom volunteers • Continue ongoing comprehensive staff/student file review, utilize an outside consultant to support this effort. • Develop a Code of Conduct for employees.
Parent Awareness	<ul style="list-style-type: none"> • Design and implement parent academies on child abuse and neglect conducted by The Tree House Assessment Center of Montgomery County • Coordinate with MCCPTA on additional parental awareness workshops and activities • Support local school PTAs in providing educational activities for parents in the area of child abuse and neglect • MCP and the State's Attorney's Office both indicated representatives from the multi-disciplinary team would be willing to attend parent meetings

	<ul style="list-style-type: none"> • Important to have materials and trainings available to parents in multiple languages
Student Awareness	<ul style="list-style-type: none"> • Design new K-8 lessons on personal body safety and child abuse, neglect, and prevention • Review high school curriculum to ensure lessons on personal body safety and abuse prevention • Ensure consistency in lessons across all schools • Parents will have access to materials to preview---parents will have the option of having their child(ren) opt out
Policy and Regulations	<ul style="list-style-type: none"> • Reporting responsibilities and procedures • Multidisciplinary approach with partner agencies • Staff training • Human resource protocols and procedures • Student education • Parent awareness

Status Check

Work group as a whole had an opportunity to discuss next steps and future planning. The next meeting will be held on January 5th (2:30 to 4:00 pm).

Action Items

- Ms. Alvaro will send Ms. Williams the contact information for Ellen Day of Howard County Public Schools
- Add information on our Child Abuse and Neglect MCPS website such as upcoming events that showcase guest speakers and/or workshops on child abuse and neglect
- Identify other members from MCP and State’s Attorney’s office to serve as resources for attending parent awareness meetings
- Consider budget implications for the work we need to do to move forward