



District Steering Committee Rolling Agenda for 2022 - 2023 SY

[September 13, 2022](#) [November 3, 2022](#) [January 5, 2023](#) [January 23, 2023](#) [March 2, 2023](#) [May 4, 2023](#) [June TBD](#)

PGCPS District Steering Meeting January 23, 2023 3:00 p.m. - 3:30 p.m.

Attendees List

<input type="checkbox"/>	Nycal Anthony Townsend <i>Boys & Girls Club</i>	<input type="checkbox"/>	Dr. Suzanne Windsor PGCEA	<input type="checkbox"/>	Janine Hill <i>Kaiser Permanente</i>	<input type="checkbox"/>	Tony Randall <i>University of Maryland</i>
<input checked="" type="checkbox"/>	Judy Mickens-Murray <i>Board of Education</i>	<input checked="" type="checkbox"/>	David Curry <i>PGCPS-Associate Superintendent</i>	<input checked="" type="checkbox"/>	Sheila Jackson <i>PGCPS- Family & School Partnerships</i>	<input checked="" type="checkbox"/>	Martin Diggs <i>SEIU - 400</i>
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<input checked="" type="checkbox"/>	Alvaro Ceron-Ruiz <i>Student Board of Education Christiana Alternate Board Member in Attendance Represented by Student Christiana H</i>	<input checked="" type="checkbox"/>	Derek Flake <i>Prince George's County Department of Social Services</i>	<input type="checkbox"/>	Robbin McNair <i>PGCPS - Restorative Approaches</i>	<input checked="" type="checkbox"/>	Ingrid Williams-Horton <i>PGCPS - Community Schools</i>

No quorum of eight reached tonight!

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, and collaborate. ● Engagement: Practice active listening, assume positive intent, appreciate the input, and accept decisions – consensus. ● Responsibility: Take responsibility for your own learning, share best practices, adopt a no-fault attitude, and practice cell phone, and computer etiquette ● Celebrate: Our work, and accomplishments; affirm each other. 	<p style="text-align: center;">By the end of this meeting, we will have</p> <p>Objective 1: Emergency meeting regarding voting for Fresh Start February.</p>

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

TIME	AGENDA ITEMS
3:00 p.m.- 3:05 p.m. 5 minutes	Review Objectives Clarify Roles Note Taker: Dr. Sheila Jackson, Secretary
3:05 p.m. – 3:10 p.m. 10 minutes	Objective 1: Emergency meeting regarding voting for Fresh Start February.



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	<p>Update provided:</p> <p>Janine shared that the initial Fresh Start proposal from Kaiser Permanente - the targeted chef did not want to do a live cooking demonstration</p> <p>Moved on to Plan B: a company that will offer a live presentation</p> <p>Nycal: February 15th date is scheduled; 5 schools with 400 families will be engaged; the goal is to help families get creative ideas for cooking healthy meals on a budget. The vendor is “21st Century Expo Group.” Families will receive a box of materials and receive a one-hour live cooking demonstration. A contract is needed - so February 16th might not be feasible as Purchasing needs to approve the work. Scope of work needed and their charges outlined. \$7,400 total cost - details read by Nycal: Food and Nutrition Event Overview.pdf</p> <p>Work will be supported by a grant from Giant Foods.</p> <p>Motion:</p> <ol style="list-style-type: none"> 1) Dr. Williams-Horton moved that we move forward with the initiative but moved to March = “March Madness(?)” 2) Seconded by Dr. Windsor 3) Vote taken: Ayes 11 Nays 0 				
<p>3:10 p.m - 3:15 p.m 5 minutes</p>	<p>Next Meeting March 2, 2023</p> <p>Items to discuss:</p> <ul style="list-style-type: none"> • <table border="1" data-bbox="409 1488 1559 1747"> <thead> <tr> <th data-bbox="409 1488 984 1551">Plus (+)</th> <th data-bbox="984 1488 1559 1551">Delta (-)</th> </tr> </thead> <tbody> <tr> <td data-bbox="409 1551 984 1747">❖</td> <td data-bbox="984 1551 1559 1747">❖ ❖ ❖</td> </tr> </tbody> </table>	Plus (+)	Delta (-)	❖	❖ ❖ ❖
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PGCPS District Steering Meeting January 5, 2023 4:00 p.m. - 5:30 p.m.

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MEETING NORMS/GROUND RULES	OUTCOMES
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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, Secretary



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<p>4:05 p.m. – 4:10 p.m. 10 minutes</p>	<p>Check-in: Normally I don't make resolutions...but if I did, it would be _____.</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 30%;">Committee Member</td> <td></td> <td></td> </tr> <tr> <td>Dr. Windsor</td> <td></td> <td></td> </tr> <tr> <td>Alvaro</td> <td></td> <td></td> </tr> <tr> <td>Judy Mickens-Murray</td> <td>Positively and reinvest in relationships with fellow board members</td> <td></td> </tr> <tr> <td>Nycal</td> <td></td> <td></td> </tr> <tr> <td>Derek</td> <td></td> <td></td> </tr> <tr> <td>Rhonda</td> <td>Take better care of Rhonda Caldwell</td> <td></td> </tr> <tr> <td>Ingrid</td> <td>Positively reinvest in myself to be better for others.</td> <td></td> </tr> <tr> <td>Sheila</td> <td>Make plans to go to bed at a reasonable time = self-care</td> <td></td> </tr> <tr> <td>Robin McNair</td> <td>Payoff credit cards and run them back up</td> <td></td> </tr> </table>	Committee Member			Dr. Windsor			Alvaro			Judy Mickens-Murray	Positively and reinvest in relationships with fellow board members		Nycal			Derek			Rhonda	Take better care of Rhonda Caldwell		Ingrid	Positively reinvest in myself to be better for others.		Sheila	Make plans to go to bed at a reasonable time = self-care		Robin McNair	Payoff credit cards and run them back up	
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<p>4:10 p.m. - 4:20 p.m. 10 minutes</p>	<ul style="list-style-type: none"> Review Previous Meeting Action Items: <table border="1" style="width: 100%;"> <thead> <tr> <th style="background-color: #fff9c4;">Action Item</th> <th style="background-color: #fff9c4;">Assigned</th> <th style="background-color: #fff9c4;">Due Date</th> <th style="background-color: #fff9c4;">Status/Comments</th> </tr> </thead> <tbody> <tr> <td>Mental Health (workshop)</td> <td>Ingrid Williams-Horton</td> <td>December 14tg</td> <td>Children's Guild Was a great experience 30-50 people participated Resources were provided for families re grief during the holidays</td> </tr> </tbody> </table>	Action Item	Assigned	Due Date	Status/Comments	Mental Health (workshop)	Ingrid Williams-Horton	December 14tg	Children's Guild Was a great experience 30-50 people participated Resources were provided for families re grief during the holidays
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	<p>Highlights on Community EOY</p>	<p>All Committee Members</p>	<p>May</p>	
	<p>Fresh Start February (Cooking w/Kaiser)</p>	<p>Janine Ziegler</p>	<p>February</p>	<p>Partnering with Doordash and partnering w/schools that have a food pantry within a 10 mile radius. 30 families.</p> <p>Possible funding source: Giant's Nourishing Youth Round Up Program = \$26,000 funds in the grant</p> <p>Will develop a subcommittee to further flesh out the entire process - will provide Plan A and B for 5-6 pm or 5:30-6:30 pm sessions</p>
	<p>Enlist a Technology staffer to help facilitate the "Open Meetings" process for the CSSC</p>	<p>Dr. Windsor</p>	<p>January</p>	
	<p>Update regarding the College Fair at OHHS and Application night at CHFlowers HS sponsored by the</p>	<p>Dr. Jackson and Ms. Caldwell</p>	<p>Mrs. Mickens-Murray suggested involving BOE members going forward</p>	<p>Attended by Dr. Jackson and Mrs. Caldwell</p> <p>Positive feedback from participants</p>



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<p>4:55 p.m. - 5:05 p.m. 10 minutes</p>	<p>OBJECTIVE 3: The committee for the Highlights on Community Schools will begin to prepare for the EOY.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #e0e0e0;"> <th style="text-align: center;">Action Item</th> <th style="text-align: center;">Assigned</th> <th style="text-align: center;">Due Date</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> ● Select committee members <p>Everyone here will be “voluntold” to serve in various ways needed; and those absent will also be assigned</p> </td> <td></td> <td style="text-align: center; vertical-align: middle;"><input type="checkbox"/></td> </tr> <tr> <td> <ul style="list-style-type: none"> ● Format and audience </td> <td></td> <td style="text-align: center; vertical-align: middle;"><input type="checkbox"/></td> </tr> <tr> <td> <ul style="list-style-type: none"> ● Dates, location, times </td> <td></td> <td style="text-align: center; vertical-align: middle;"><input type="checkbox"/></td> </tr> <tr> <td> <ul style="list-style-type: none"> ● Food (breakfast, lunch) </td> <td></td> <td></td> </tr> <tr> <td> <ul style="list-style-type: none"> ● Presenters </td> <td></td> <td></td> </tr> <tr> <td> <ul style="list-style-type: none"> ● Develop information to share and periodically update ti BOE </td> <td></td> <td></td> </tr> </tbody> </table>	Action Item	Assigned	Due Date	<ul style="list-style-type: none"> ● Select committee members <p>Everyone here will be “voluntold” to serve in various ways needed; and those absent will also be assigned</p>		<input type="checkbox"/>	<ul style="list-style-type: none"> ● Format and audience 		<input type="checkbox"/>	<ul style="list-style-type: none"> ● Dates, location, times 		<input type="checkbox"/>	<ul style="list-style-type: none"> ● Food (breakfast, lunch) 			<ul style="list-style-type: none"> ● Presenters 			<ul style="list-style-type: none"> ● Develop information to share and periodically update ti BOE 		
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<p>5:05 p.m - 5:10 p.m 5 minutes</p>	<p>Next Meeting March 2, 2023</p> <p>Items to discuss:</p> <ul style="list-style-type: none"> ● <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #e0e0e0;"> <th style="text-align: center;">Plus (+)</th> <th style="text-align: center;">Delta (-)</th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;">❖ Positive</td> <td style="vertical-align: top;">❖</td> </tr> </tbody> </table>	Plus (+)	Delta (-)	❖ Positive	❖
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PGCPS District Steering Meeting November 3, 2022 4:00 p.m. - 5:30 p.m.

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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, Secretary
4:05 p.m. – 4:10 p.m. 10 minutes	Check-in: If you could host a talk show...who would be your first guest that you'd have on?



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Committee Member	Talk show Guest	Reason?
Dr. Windsor	The Rock	Respect his mind!
Alvaro	Oprah	Can't have a show without the queen!
Judy Mickens-Murray	Stephen Colbert	Like his talk show and his thoughts
Nycal	Prince	Know how he became so creative
Derek	Rev. Dr. MLKing	Southern black minister like him and agrees with his social justice stance
Rhonda	Kevin Hart, Chris Rock, and Chris Tucker	The kings of comedy
Ingrid	James Cordon	Carpool Karaoke
Sheila	Hillary Clinton	Our "should have been president" has given an awesome analysis of our current political climate and what will happen if the elections go a certain way

4:10 p.m. - 4:20 p.m.
10 minutes

- **Review Previous Meeting Action Items:**
Mental Health Workshop: **Dr. Williams-Horton** will contact the Children's Guild regarding scheduling a workshop in December 2022.
FAFSA:
 - **Dr. Jackson** will spearhead the sub-committee (Virtual Resources)



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- Format: In-person; guidance provided as needed; encourage scheduling one-on-ones for focused assistance
- Optional dates: Tuesday, October 25 and Wednesday, October 26
- Date will be scheduled based on presenter availability
- Time: 6 p.m. – 8 p.m.
- **Dr. Jackson** will contact presenters (Dr. Graham, Doreen Hogan, and Alonzo Bailey) by **Friday, September 16, 2022**
- Location options: Flowers High School or Fairmount Heights High School; **Dr. Jackson** and **Dr. Williams-Horton** will both work on securing the location
- Tech Support: **Dr. Williams-Horton** will contact Meghan regarding the meeting Zoom Link
- **Dr. Jackson** and **Dr. Windsor** will address registration and a meeting QR Code respectively
- Flyer: **Dr. Jackson** will create the flyer and ensure it is translated; projected completion date of Thursday, September 22, 2022 (after location is finalized)
- **Dr. Jackson** will ask the presenters what documents attendees should bring and create a checklist (connected to the flyer)
- Attendees will be asked to bring their own laptop; it was suggested that one or two laptops be made available in case an attendee does not have one
- Prizes: United Way for donations – **unassigned task**
- Suggestions: a few physical flyers at each high school; announce in schools (Associate Superintendents and Instructional Directors; Dr. Lassiter's Weekly Updates); create a script of the verbiage for the reminder announcement – **unassigned task**
- Suggestion: Teaser – Flyer - Reminder

Conversational English Class:

- Prince George's Community College classes are free and offered in the Fall, Winter, and Spring
- Format options: In-person and Virtual
- The CSCs will be informed of the classes and they are to share it with/throughout their schools
- **W. Rhodes** will send the PGCC brochure, of classes, to the Steering Committee

Highlights on Community EOY:

Planning to be addressed in a later meeting



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Fresh Start February (Cooking with Kaiser):

- **J. Hill** will spearhead the initiative
- What is the cost?
- How will it be broadcasted?
- Must ensure Kaiser’s capabilities to broadcast
- Considerations: is it possible to host at Oxon Hill High School if Kaiser is not available?
- **R. Caldwell** will connect with J. Hill to create an outline of the initiative for the next meeting

Action Item	Assigned	Due Date	Status/Comments
Mental Health (workshop)	Ingrid Williams-Horton	December	Children’s Guild
FAFSA	TODAY: Dr. S Jackson, Chair of the Subcommittee Decided to partner with the Office of College and Career Readiness (Mr. Bailey) and UMD (Dr. Graham) who have a fall schedule already planned	TODAY: October 6, 25? Or 26?, 2022 - depending on presenter availability 6:00 p.m. - 7:30 p.m.	Bladensburg High PG Empowerment Center, UMD Senate Bill 0664 TODAY: <ul style="list-style-type: none"> ● Speaker confirmations needed by Friday, September 16, 2022 ● Possible locations needed by Sep 22, 2022
Conversational English classes (optional)	Whitney/Janine	TBD	PGCC Whitney provided the flyer for courses from PGCC
Highlights on Community EOY	All Committee Members	May	



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	<table border="1" data-bbox="420 409 1534 1131"> <tr> <td data-bbox="420 409 683 1131">Fresh Start February (Cooking w/Kaiser)</td> <td data-bbox="683 409 953 1131">Janine Ziegler</td> <td data-bbox="953 409 1187 1131">February</td> <td data-bbox="1187 409 1534 1131"> Partnering with Doordash and partnering w/schools that have a food pantry within a 10 mile radius. 30 families. Possible funding source: Giant's Nourishing Youth Round Up Program Will develop a subcommittee to further flesh out the entire process - will provide Plan A and B for 5-6 pm or 5:30-6:30 pm sessions </td> </tr> </table> <p data-bbox="406 1173 928 1207">United Way Report: from Erica Louison:</p> <ul data-bbox="453 1211 1555 1392" style="list-style-type: none"> ● Ride United that offers free transportation through Lyft ● Will schedule training to schools to provide access codes that cover \$25.00 round trip rides ● Training tomorrow through Erica ● Also has leftover laptops to provide for upcoming events - just let her know. <p data-bbox="406 1430 672 1463">Dr. Williams-Horton</p> <ul data-bbox="453 1467 1482 1610" style="list-style-type: none"> ● Collaboration for Mental Health workshops for a December timeframe with Student Services, Emily Pasco (Mental Health Coordinator) ● Kaiser Permanente may also be able to join in! ● Possible presentation to the new PCAC 	Fresh Start February (Cooking w/Kaiser)	Janine Ziegler	February	Partnering with Doordash and partnering w/schools that have a food pantry within a 10 mile radius. 30 families. Possible funding source: Giant's Nourishing Youth Round Up Program Will develop a subcommittee to further flesh out the entire process - will provide Plan A and B for 5-6 pm or 5:30-6:30 pm sessions		
Fresh Start February (Cooking w/Kaiser)	Janine Ziegler	February	Partnering with Doordash and partnering w/schools that have a food pantry within a 10 mile radius. 30 families. Possible funding source: Giant's Nourishing Youth Round Up Program Will develop a subcommittee to further flesh out the entire process - will provide Plan A and B for 5-6 pm or 5:30-6:30 pm sessions				
<p data-bbox="89 1682 358 1749">4:20 p.m. - 4:35 p.m. 15 minutes</p>	<p data-bbox="440 1707 1203 1740">OBJECTIVE 1: Shared Administrative Procedure 1100.</p> <p data-bbox="440 1770 1218 1803">administrative-procedure-1100---community-schools (1).pdf</p> <table border="1" data-bbox="440 1866 1528 2024"> <thead> <tr> <th data-bbox="440 1866 1073 1929">Action Item</th> <th data-bbox="1073 1866 1256 1929">Assigned</th> <th data-bbox="1256 1866 1528 1929">Due Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="440 1929 1073 2024">Enlist a Technology staffer to help facilitate the "Open Meetings" process for the CSSC</td> <td data-bbox="1073 1929 1256 2024">Dr. Windsor</td> <td data-bbox="1256 1929 1528 2024"><input type="checkbox"/> January Meeting - let's</td> </tr> </tbody> </table>	Action Item	Assigned	Due Date	Enlist a Technology staffer to help facilitate the "Open Meetings" process for the CSSC	Dr. Windsor	<input type="checkbox"/> January Meeting - let's
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	<table border="1" style="width: 100%;"> <tr> <td style="width: 60%;"></td> <td style="width: 10%;"></td> <td style="width: 30%;"> sift through how to set this up <input type="checkbox"/> </td> </tr> </table>			sift through how to set this up <input type="checkbox"/>												
		sift through how to set this up <input type="checkbox"/>														
<p>4:35 p.m. - 4: 55 p.m. 20 minutes</p>	<p>OBJECTIVE 2: Created the subcommittees for the 2022-2023 initiatives.</p> <ul style="list-style-type: none"> ● Mental Health ● Fresh Start February ● Highlights on Community Schools <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #e0e0e0;"> <th style="width: 50%;">Action Item</th> <th style="width: 25%;">Assigned</th> <th style="width: 25%;">Due Date</th> </tr> </thead> <tbody> <tr> <td>Janine Zeigler is chair Fresh Start February need volunteers</td> <td></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Action Item	Assigned	Due Date	Janine Zeigler is chair Fresh Start February need volunteers		<input type="checkbox"/>			<input type="checkbox"/>						
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Janine Zeigler is chair Fresh Start February need volunteers		<input type="checkbox"/>														
		<input type="checkbox"/>														
<p>4:55 p.m. - 5:05 p.m. 10 minutes</p>	<p>OBJECTIVE 3: Participated in a presentation on how the District Steering Committee can collaborate with the Office of College and Career Readiness.</p> <p>Notes:</p> <p>Presentation by Olivia Pearson, Supervisor of College Readiness</p> <ol style="list-style-type: none"> 1. Offered to come back with a more detailed presentation if needed 2. Shared an overview of current processes: <ul style="list-style-type: none"> ● College and Career Awareness building ● Talking about deadlines ● Financial Aid deadlines and sessions (OHHS last week) ● Next week = College application assistance night at CHFHS <ul style="list-style-type: none"> ○ United Way offer wants to partner and offer \$50.00 transportation support for the event as well as laptop giveaways 															



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- Planning a College and Career Decision Day for seniors at Bowie BaySox arena in the spring = opportunity to make a decision on the spot with colleges that have openings for admissions, military and business community career fairs where hiring can happen

Action Item	Assigned	Due Date
United Way offer wants to partner and offer \$50.00 transportation support for the event as well as laptop giveaways	Erica Louison & Olivia Pearson	<input type="checkbox"/>
Provide volunteer workers to help at CHFHS next week - 6:00 - 8:30	Communicate with olivia.pearson@pgcps.org to volunteer or Alonzo Bailey	<input type="checkbox"/>
How can we share the fliers for next week?	Communicate with olivia.pearson@pgcps.org	<input type="checkbox"/>
Refreshments for participants? 300-400 if a donor	Possibly Dr. Williams-Horton and Nycal Anthony-Townsend	
Email Olivia to help with the spring event	Alvaro Ceron-Ruiz	

5:05 p.m - 5:10 p.m
5 minutes

Next Meeting January 5, 2023

Items to discuss:

- Open meetings law update
- Mental Health
- FreshStart February

Plus (+)

Delta (-)



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	<table border="1"><tr><td data-bbox="441 411 1000 651"><ul style="list-style-type: none">❖ Active and energizing participation!! Thanks, everyone!❖ Great commitment even on a day off❖ Not working in silos = demonstration of how partnerships really work</td><td data-bbox="1000 411 1560 651"><ul style="list-style-type: none">❖❖❖</td></tr></table>	<ul style="list-style-type: none">❖ Active and energizing participation!! Thanks, everyone!❖ Great commitment even on a day off❖ Not working in silos = demonstration of how partnerships really work	<ul style="list-style-type: none">❖❖❖
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PGCPS District Steering Meeting September 13, 2022 4:00 p.m. - 5:30 p.m.

Attendees List

<input checked="" type="checkbox"/>	Nycal Anthony Townsend Boys & Girls Club	<input checked="" type="checkbox"/>	Dr. Suzanne Windsor PGCEA	<input type="checkbox"/>	Janine Hill Kaiser Permanente	<input type="checkbox"/>	Tony Randall University of Maryland
<input type="checkbox"/>	Judy Mickens-Murray Board of Education	<input type="checkbox"/>	David Curry PGCPS-Associate Superintendent	<input checked="" type="checkbox"/>	Sheila Jackson PGCPS- Family & School Partnerships	<input type="checkbox"/>	Mertin Diggs SEIU - 400
<input checked="" type="checkbox"/>	Rhonda Caldwell Kettering Baptist Church	<input checked="" type="checkbox"/>	David Dzdziyenyo ASASP	<input type="checkbox"/>	Erica Louison United Way, NCA	<input type="checkbox"/>	William Sellman Local 2250
<input checked="" type="checkbox"/>	Alvaro Ceron-Ruiz Student Board of Education Christiana Alternate Board Member in Attendance	<input checked="" type="checkbox"/>	Whitney Rhodes Prince George's County Department of Social Services	<input type="checkbox"/>	Robbin McNair PGCPS - Restorative Approaches	<input checked="" type="checkbox"/>	Ingrid Williams-Horton PGCPS - Community Schools

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 the 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, and accomplishments; affirm each other. 	<p>By the end of this meeting, we will have</p> <p>Objective 1: To elect a new Vice-Chair and Secretary to serve until 2024.</p> <p>Objective 2: Create the subcommittees for the 2022-2023 initiatives.</p> <p>Objective 3: OCS and partner updates.</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:
4:05 p.m. – 4:10 p.m. 10 minutes	Check-in: When someone finds out what you do for a living...what's the first question they usually ask you?



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<p>4:10 p.m. - 4:20 p.m. 10 minutes</p>	<ul style="list-style-type: none"> ● Review Previous Meeting Action Items: <p><u>Mental Health Workshop</u>: Dr. Williams-Horton will contact the Children’s Guild regarding scheduling a workshop in December 2022.</p> <p><u>FAFSA</u>:</p> <ul style="list-style-type: none"> ● Dr. Jackson will spearhead the sub-committee (Virtual Resources) ● Format: In-person; guidance provided as needed; encourage scheduling one-on-ones for focused assistance ● Optional dates: Tuesday, October 25 and Wednesday, October 26 ● Date will be scheduled based on presenter availability ● Time: 6 p.m. – 8 p.m. ● Dr. Jackson will contact presenters (Dr. Graham, Doreen Hogan, and Alonzo Bailey) by Friday, September 16, 2022 ● Location options: Flowers High School or Fairmount Heights High School; Dr. Jackson and Dr. Williams-Horton will both work on securing the location ● Tech Support: Dr. Williams-Horton will contact Meghan regarding the meeting Zoom Link ● Dr. Jackson and Dr. Windsor will address registration and a meeting QR Code respectively ● Flyer: Dr. Jackson will create the flyer and ensure it is translated; projected completion date of Thursday, September 22, 2022 (after location is finalized) ● Dr. Jackson will ask the presenters what documents attendees should bring and create a checklist (connected to the flyer) ● Attendees will be asked to bring their own laptop; it was suggested that one or two laptops be made available in case an attendee does not have one ● Prizes: United Way for donations – unassigned task ● Suggestions: a few physical flyers at each high school; announce in schools (Associate Superintendents and Instructional Directors; Dr. Lassiter’s Weekly Updates); create a script of the verbiage for the reminder announcement – unassigned task ● Suggestion: Teaser – Flyer - Reminder <p><u>Conversational English Class</u>:</p> <ul style="list-style-type: none"> ● Prince George’s Community College classes are free and offered in the Fall, Winter, and Spring



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- Format options: In-person and Virtual
- The CSCs will be informed of the classes and they are to share it with/throughout their schools
- **W. Rhodes** will send the PGCC brochure, of classes, to the Steering Committee

Highlights on Community EOY:

Planning to be addressed in a later meeting

Fresh Start February (Cooking with Kaiser):

- **J. Hill** will spearhead the initiative
- What is the cost?
- How will it be broadcasted?
- Must ensure Kaiser's capabilities to broadcast
- Considerations: is it possible to host at Oxon Hill High School if Kaiser is not available?
- **R. Caldwell** will connect with J. Hill to create an outline of the initiative for the next meeting

Action Item	Assigned	Due Date	Status/Comments
Mental Health (workshop)	Ingrid Williams-Horton	December	Children's Guild
FAFSA	TODAY: Dr. SJackson, Chair of the Subcommittee	TODAY: October 6, 25? Or 26?, 2022 - depending on presenter availability 6:00 p.m. - 7:30 p.m.	Bladensburg High PG Empowerment Center, UMD Senate Bill 0664 TODAY: <ul style="list-style-type: none"> ● Speaker confirmations needed by Friday, September 16, 2022 ● Possible locations needed by Sep 22, ...



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	<p>Conversational English classes (optional)</p>	<p>Whitney/Janine</p>	<p>TBD</p>		<p>PGCC Whitney provided the flyer for courses from PGCC</p>
	<p>Highlights on Community EOY</p>	<p>All Committee Members</p>	<p>May</p>		
	<p>Freshstart February (Cooking w/Kaiser)</p>	<p>Janine</p>	<p>February</p>		<p>Partnering with Doordash and partnering w/schools that have a food pantry. 30 families.</p> <p>Possible funding source Giant Nourshing: Youth Round Up Program</p>

4:20 p.m. - 4:35 p.m.
15 minutes

OBJECTIVE 1: To elect a new Vice-Chair and Secretary to serve until 2024.

Nomination was placed on the floor for Rhonda Caldwell as the Vice-Chair and Sheila Jackson, Whitney Palin-Rhodes and Dr. Suzanne Windsor as the Secretary.

Rhonda Caldwell is unopposed and will remain the Vice-Chair.

Whitney Palin-Rhodes declined the nomination.

Dr. Suzanne Windsor declined.

Dr. Sheila Jackson will be the new Secretary.

Action Item	Assigned	Due Date
		<input type="checkbox"/>



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<p>4:35 p.m. - 4: 55 p.m. 20 minutes</p>	<p>OBJECTIVE 2: Create the subcommittees for the 2022-2023 initiatives.</p> <ul style="list-style-type: none"> Subcommittees for the 2022-2023 initiatives will be created in a later meeting <table border="1" data-bbox="441 716 1523 1058"> <thead> <tr> <th>Action Item</th> <th>Assigned</th> <th>Due Date</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Action Item	Assigned	Due Date			<input type="checkbox"/>			<input type="checkbox"/>						
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<p>4:55 p.m. - 5:05 p.m. 10 minutes</p>	<p>OBJECTIVE 3: OCS and partner updates.</p> <ul style="list-style-type: none"> Partner update: Dr. Ingrid registered Office of Community Schools for the Giant Nourishing: Youth Round-Up Program; \$26,000 was awarded <table border="1" data-bbox="441 1476 1523 1751"> <thead> <tr> <th>Action Item</th> <th>Assigned</th> <th>Due Date</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td><input type="checkbox"/></td> </tr> </tbody> </table>	Action Item	Assigned	Due Date			<input type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>			
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<p>5:05 p.m - 5:10 p.m 5 minutes</p>	<p>Next Meeting November 3, 2022</p> <p>ough OCS; assign to the A. Ceron-Ruiz and Christiana to consider further</p>															



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Items to discuss:

- Consideration to addressing Women of Color and Pre-natal Care; Office of Community Schools (OCS) offers Wellness Wednesdays
- Consideration of a video statement about the work of the OCS from a student to students; in the interest of students knowing the resources available to them, and their families, through OCS; assign to the A. Ceron-Ruiz and Christiana to consider further
- Agenda Items: Meaning of “hybrid” meetings to Steering Committee members; FAFSA event updates; status of Children’s Guild Workshop for December

Plus (+)	Delta (-)
❖ Having an in-person meeting	❖



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PGCPS District Steering Meeting August 3, 2022 12:00 p.m. - 3:30 p.m.

Attendees List

<input type="checkbox"/>	Nycal Anthony Townsend <i>Boys & Girls Club</i>	<input type="checkbox"/>	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 type="checkbox"/>	<i>Board of Education</i>	<input checked="" type="checkbox"/>	David Curry <i>PGCPS-Associate Superintendent</i>	<input type="checkbox"/>	Sheila Jackson <i>PGCPS- Family & School Partnerships</i>	<input type="checkbox"/>	<i>SEIU - 400</i>
<input type="checkbox"/>	Rhonda Caldwell <i>Kettering Baptist Church</i>	<input type="checkbox"/>	David Dzidzienyo <i>ASASP</i>	<input type="checkbox"/>	Erica Louison <i>United Way, NCA</i>	<input type="checkbox"/>	William Sellman <i>Local 2250</i>
<input type="checkbox"/>	<i>Board of Education</i>	<input type="checkbox"/>	Whitney Rhodes <i>Prince George's County Department of Social Services</i>	<input type="checkbox"/>	Robbin McNair <i>PGCPS - Restorative Approaches</i>	<input type="checkbox"/>	Ingrid Williams-Horton <i>PGCPS - Community Schools</i>

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 style="text-align: center;">By the end of this meeting, we will have:</p> <p>Objective 1: Reviewed the implemented projects from Y 21-22</p> <p>Objective 2: Reviewed the Needs Assessment Data and identified the needs of our stakeholders.</p> <p>Objective 3: Implemented plans and projects for the upcoming 22-23 School Year.</p> <p>Objective 4: Discussed and collaborated on how to increase efficacy.</p>

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

TIME	AGENDA ITEMS
12:00 p.m.-12:05 p.m. 5 minutes	Review Objectives Clarify Roles



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<p>12:05 p.m. – 12:20 p.m. 15 minutes</p>	<p>Note Taker:</p> <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>Describe your summer using only a movie title?</p>												
<p>12:20 p.m. - 12:30 p.m. 10 minutes</p>	<p>● Review Previous Meeting Action Items:</p> <table border="1" data-bbox="422 877 1521 1068"> <thead> <tr> <th>Action Item</th> <th>Assigned</th> <th>Due Date</th> <th>Status/Comments</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Action Item	Assigned	Due Date	Status/Comments								
Action Item	Assigned	Due Date	Status/Comments										
<p>12:30 p.m. - 12:50 p.m. 20 minutes</p>	<p>OBJECTIVE 1: Review SY 21-22 projects Additional Considerations/Discussion</p> <p>1.</p> <table border="1" data-bbox="443 1335 1521 1470"> <thead> <tr> <th>Action Item</th> <th>Assigned</th> <th>Due Date</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table>	Action Item	Assigned	Due Date			<input type="checkbox"/>						
Action Item	Assigned	Due Date											
		<input type="checkbox"/>											
<p>12:50 p.m. - 1:10 p.m. 20 minutes</p>	<p>OBJECTIVE 2: Review Needs Assessment Data</p> <p>● What are the identified needs of the stakeholders?</p> <p>Additional Considerations/Discussion</p> <p>Mental Health (workshop) December Children’s Guild</p> <p>FAFSA October 6, 2022 Tentative Bladensburg High 6:00 p.m. in person</p> <p>Offer conversational English Classes PGCC (Janine/Whitney)</p>												



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	<p>EOY Highlights on Community Schools May</p> <p>Food Shopping on a Budget Webinar and then Kooking w/Kaiser (virtual) use schools that have food pantries. Maximum of 30 families. Fresh Start February</p> <table border="1" data-bbox="443 606 1523 863"> <thead> <tr> <th>Action Item</th> <th>Assigned</th> <th>Due Date</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table>	Action Item	Assigned	Due Date			<input type="checkbox"/>			<input type="checkbox"/>			
Action Item	Assigned	Due Date											
		<input type="checkbox"/>											
		<input type="checkbox"/>											
<p>1:10 p.m. - 1:30 p.m. 20 minutes</p>	<p>OBJECTIVE 3: Implement plans and projects for SY 22 - 23 that directly correlate with the needs assessment</p> <ul style="list-style-type: none"> ● Outline list of projects ● Dates/timeframes ● Roles & responsibilities <p>Additional Considerations/Discussion</p> <p>1.</p> <table border="1" data-bbox="443 1417 1523 1690"> <thead> <tr> <th>Action Item</th> <th>Assigned</th> <th>Due Date</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td></td> <td></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table>	Action Item	Assigned	Due Date			<input type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>
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		<input type="checkbox"/>											
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<p>1:30 p.m - 1:50 p.m. 20 minutes</p>	<p>OBJECTIVE 4: Discussion and collaboration on how to increase efficacy.</p> <p>Additional Considerations/Discussion</p> <p>1.</p>												



District Steering Committee Rolling Agenda for 2022 - 2023 SY

[September 13, 2022](#) [November 3, 2022](#) [January 5, 2023](#) [January 23, 2023](#) [March 2, 2023](#) [May 4, 2023](#) [June TBD](#)

	<table border="1"> <thead> <tr> <th data-bbox="441 470 946 533">Action Item</th> <th data-bbox="946 470 1297 533">Assigned</th> <th data-bbox="1297 470 1523 533">Due Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="441 533 946 606"></td> <td data-bbox="946 533 1297 606"></td> <td data-bbox="1297 533 1523 606" style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td data-bbox="441 606 946 678"></td> <td data-bbox="946 606 1297 678"></td> <td data-bbox="1297 606 1523 678" style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td data-bbox="441 678 946 743"></td> <td data-bbox="946 678 1297 743"></td> <td data-bbox="1297 678 1523 743" style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table>	Action Item	Assigned	Due Date			<input type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>
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<p>1:40 p.m - 1:50 p.m 10 minutes</p>	<p>Next Meeting</p> <p>Items to discuss:</p> <ul style="list-style-type: none"> • <table border="1"> <thead> <tr> <th data-bbox="441 1148 976 1211">Plus (+)</th> <th data-bbox="976 1148 1511 1211">Delta (-)</th> </tr> </thead> <tbody> <tr> <td data-bbox="441 1211 976 1331" style="text-align: center;">❖</td> <td data-bbox="976 1211 1511 1331" style="text-align: center;">❖</td> </tr> </tbody> </table>	Plus (+)	Delta (-)	❖	❖								
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