MCPS Community of Practice Meeting: Climate and Culture - Series 5 of 5
Meeting Agenda: Session 5: Mapping Short, Mid and Long Term Recommendations
(1 hour, 50 minutes)
Date: Wednesday, Jan 17, 2024
Time: 6 pm -8 pm
Location: Virtual: ZOOM Link
Session 4 Meeting Minutes: Link

Attendees:	Attendance: *(** for assigned timekeeper)*
Dr. Yolanda Stanislaus (co-chair) - MCPS, Director of Professional Growth Systems	
Elisa Hong (sub co-chair to Y.Stanislaus) - MCPS	
Matthew Lee - Community Member, External Stakeholder	
Chuck Short - Community Member, External Stakeholder	
Oriole Saah - MCCPTA, Community Member,	
Carlene Butt-Pruitt - SEIU	
Elba Garcia - MCPS	
Byron Johns - NAACP	
Susan Cottle Madden - Montgomery College	
Danillya Wilson - MCEA, Secretary for Union, 1st grade teacher	
Isabel Argoti - Commission for Women, Deputy Director	
Ryan Forkert - MCAAP	
Heather Dublinske - MCPS	
Leshia Murray - MCPS	
James Mulhern - MCPS	
Micheal (Mike) Bass - MCPS	
Mary Hart - MCPS	

Jason Alexander - MCPS	
Dr. Troy Boddy	
Dr. Shawaan Robinson - MCPS	
Briggs Chaney MS Prinicpal	
Nancy Navarro MCPS	

Objective:

During Virtual Session 5, our primary goal is to revisit and refine the work collected on the capture sheets in the previous week, identifying key insights, actionable strategies and mapping to short, mid and long term.

By the end of this session, we will have:
1. Refined and mapped recommendations list
2. Identify Top Priorities and Quick Wins

By fostering open dialogue and leveraging the diverse perspectives within our team, we aim to collectively formulate a well-informed and comprehensive approach to improve the climate and repair the culture for the MCPS body.

Agenda:

Time Block:	Topic	Leader	Process
6:05- 6:15	Welcome and Opening Remarks	Alice Trinh & Co-Facilitators (s)	Housekeeping

6:15 -6:18	Announcement /Updates / Recap from last meeting	Alice Trinh	Housekeeping
	● New Documents into the portal into Google file Share Folder: Team Folder Here		
	● Session 4 Meeting minutes Link HERE		
	● Follow up Questions answered: For item 1:		
	● ALT refers to the Administrative Leaders Team which includes about 30 people (all Chiefs, Associate Superintendents, the Deputy Sup and the Senior Community advisor. There is also and extended version of this team that includes about 60-70 Executive Directors, Directors and some Supervisors.They engaged in a structured activity during a couple of meetings that included looking at the data in 3 specific areas (Communications, Climate and Trust) and looking for themes.		
	● For item 2: Staff 2022-2023 Staff Climate Survey - 4548 Returned (46%) The new 2024 Climate survey that is getting ready to launch includes families and students.		
For Personal Reference	Reminder of Communication Tools: ● Jan 10 Agendas, notes, and resources posted here ● Recordings of meetings for facilitator use	Self Review	Google Docs

For Personal Reference *This will not be in the live session	Ground Rules / Norms: ● Vegas Rules: Open to discuss the learned topics but don't attribute to an individual person ● Listen for understanding rather than respond ● Speak your truth, honor other's truths ● Be present during meeting times ● Camera ON out of courtesy to others ● Be mindful of using jargon ● Media: Speak of your own experience; the office of communications can help	Self Review	
6:20 pm - 6:30 pm	Setting the Stage for Breakout Groups Reengagment ● Explanation of breakout group structure ● Assignment of participants to breakout groups ● Instructions on how to collaborate within the breakout groups	Elisa Hong / Yolanda Stanislaus	
6:30 pm - 7:10 pm:	Breakout Group Discussions: ● Participants engage with their previous capture sheets to add / refine as needed. ● Focus on mapping their recommendations as Short, Mid or Long term ● Curate / Identify Quick Wins	Break Out Session	Small Group Work

7:10pm - 7:20pm	Break ● Participants take a short break ● Technical assistance available for any issues ● Transition to the main session		Break and Transition
7:20 pm - 7:40 pm (+/-5min)	Breakout Group Reporting ● Representatives from each breakout group share key recommendations ● Participants provide feedback and additional insights ● Facilitator synthesizes common themes and highlights	Group	Open Forum

7:40: - 8:00	Wrap Up:
	
	● Next Meeting Confirmation
	● Next Steps
	● Open Floor Discussion
	  ○ Participants share additional thoughts, feelings and recommendations
	  ○ Facilitator collects outstanding questions or concerns that need to be escalated
	● Closing Remarks
		Alice Trinh
		
		Elisa Hong
		
		Yolanda Stanislaus
			Closing