

MCPS Community of Practice Meeting: Climate and Culture - Final Wrap-up

Meeting Agenda: Session 6: Finalize, Edit, Refine Recommendations (1 hour, 50 minutes)

Date: Wednesday, Feb 21, 2024

Time: 6 pm -8 pm

Location: Virtual: ZOOM [Link](#)

Session 5 Meeting Minutes: [Link](#)

Attendees:	Attendance: <i>(** for assigned timekeeper)</i>
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 Principal	
Nancy Navarro MCPS	

Objective:

During this final session, 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. Factoring anything members have learned or gained additional insight from the in person

By the end of this session, we will have:

1. A finalized recommendations list
2. Identify Top 4 Priorities (maybe one from each column)

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 <ul style="list-style-type: none"> ● New Documents into the portal into Google file Share Folder: Team Folder Here ● Follow up Questions from our last meeting: <ol style="list-style-type: none"> 1. Inquiry on Investigations Subcommittee: 2. Shared concerns about the timing of the in person meeting 3. Field any additional questions 4. Phase II: Accountability Team Interest 	Alice Trinh	Housekeeping

	<p>a. Proposed selection process</p> <p>b. General timing</p>		
For Personal Reference	<p>Reminder of Communication Tools:</p> <ul style="list-style-type: none"> • 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	<p>Ground Rules / Norms:</p> <ul style="list-style-type: none"> • 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	<p>Setting the Stage for Breakout Groups Reengagement</p> <ul style="list-style-type: none"> • Explanation of breakout group structure • Assignment of participants to breakout groups • Instructions on how to collaborate within the breakout groups 	Elisa Hong / Yolanda Stanislaus	

<p>6:30 pm - 7:10 pm:</p>	<p>Breakout Group Discussions:</p> <ul style="list-style-type: none"> ● 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 	<p>Break Out Session</p>	<p>Small Group Work</p>
<p>7:10pm - 7:20pm</p>	<p>Break</p> <ul style="list-style-type: none"> ● Participants take a short break ● Technical assistance available for any issues ● Transition to the main session 		<p>Break and Transition</p>
<p>7:20 pm - 7:40 pm (+/-5min)</p>	<p>Breakout Group Reporting</p> <ul style="list-style-type: none"> ● Representatives from each breakout group share key recommendations ● Participants provide feedback and additional insights ● Facilitator synthesizes common themes and highlights 	<p>Group</p>	<p>Open Forum</p>
<p>7:40: - 8:00</p>	<p>Wrap Up:</p> <ul style="list-style-type: none"> ● Next Meeting Confirmation ● Next Steps <ul style="list-style-type: none"> ○ Field team members for Phase II subcommittee members ● Open Floor Discussion <ul style="list-style-type: none"> ○ Participants share additional thoughts, feelings and recommendations ○ Facilitator collects outstanding questions or concerns that need to be escalated ● Closing Remarks 	<p>Alice Trinh Elisa Hong Yolanda Stanislaus</p>	<p>Closing</p>

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