

**Community School Steering Committee**  
**September 20, 2018**  
**City Schools**  
**200 East North Avenue**  
**Room 301**  
**6-8PM**

**Attendance:**

<b>First Name</b>	<b>Last Name</b>	<b>Seat on the Community School Steering Committee</b>	<b>Full Name of the Organization/Group you represent</b>	<b>9/20/18 Attendance</b>
Sonja	Santelises	Community School Steering Committee Co-Chair	CEO, Baltimore City Public Schools	P
Demaune	Millard	Community School Steering Committee Co-Chair	CEO, Family League of Baltimore	P
Kellie	Brown	Community School Advisory Board Co-Chair, Lead Agency Representative	Community School Coordinator, Elev8 Baltimore, a division of Humanim Inc.	AB
Chae	Carriere	Union Representative	Baltimore Teachers Union	AB
John	Davis	Baltimore City Public Schools Representative	Chief of Schools, Baltimore City Public Schools	AB
Serena	Harris	Teacher	Patterson Park Public Charter School	P
Dr. Andrew	Bundley	Baltimore City Mayor's Office Representative	Director, Mayor's Office of African American Male Engagement	P
Emily	Hunter	Principal	Arlington Elementary Middle School	P
Emmanuel	Leach	Student	Baltimore City Public Schools Student	AB
Ellie	Mitchell	Maryland Coalition for Community Schools	Director, Maryland Coalition for Community Schools	P
Colton	Ross	Student	Baltimore City Public Schools Student	P
Mavis	Sanders	University/Higher Education	Professor of Education, University of Maryland Baltimore County	Ex.AB
Margaret	Holly	Parent/Family Representative		AB
Charmayne	Turner	Community School Advisory Board Co-Chair, Out of School Time (OST) Representative	Director of School Partnerships, The Y in Central Maryland	P
Stacey	Van Horn	Funder	Senior Director, T. Rowe Price Foundation	P
Khalilah	Slater Harrington	CSSC Proxy	Senior Director, Youth Initiatives, Family League of Baltimore	P
Monique	Armstrong	BCPS Representative	Manager, Partnerships and Volunteers	P

## Meeting Minutes

- Welcome and Introductions
  - Demaune Millard opened the meeting and welcomed committee members
- Community School Coordinators Week
  - Members read and approved a prepared statement to be sent to Community School Coordinators in recognition of Community School Coordinator Week.

*The Community School Steering Committee recognizes Super Hero Community School Coordinators for working tirelessly to improve the lives of children and families in Baltimore. Community School Coordinators are vital to the success of community schools. Whether it is hosting a food pantry, showcasing the talents of our youth, engaging volunteers or partnering with parents and community organizations, your superhuman power is evident. Your steadfast commitment and willingness to leap into action does not go unnoticed. We celebrate your work to create connections between the school and community, your service as a leader of collaborative action and your ability to identify a continuum of resources for children, families and community members.*

- Sub Committee Reports
  - Designation Sub Committee- Subcommittee Chair Hunter presented an updated rubric to be used for determination of CS. She also indicated a desire to have the sub committee be moved to Ad Hoc status once the development of the rubric and operation plan is complete. The motion was tabled, and Co-Chair Millard noted the need to amend the policy to reflect the change.
    - Action Item: Co-chairs requested staff to work on a joint communication with clear and direct language to include a timeline for future procurement.
  - Sustainability Sub Committee- meeting scheduled for October 2 at 12noon at the Family League. Subcommittee Chair Mitchell has been working on building out the membership of the committee to have more voices and broader perspective. Much of the focus will be on Kirwan. Subcommittee Chair also noted that there are CS lead agencies meeting on Monday to discuss Kirwan responses and responses to recommendations. Committee to work on a tiered plan for expansion as we await Kirwan—defined as the “Bridge to Kirwan.” What is the “right cost model and reasonable growth?” Members discussed the cost model for schools with different enrollment 600 vs 300 students and leveraging other funding.
  - Program Advisory Committee- Subcommittee Co-chair Charmayne Turner noted that the committee has not met. The meeting scheduled for September 13<sup>th</sup> was canceled due to schedule conflict. A workgroup did meet to discuss the focus for the year. This includes implications associated with Kirwan, Communications/Branding and data (is anyone better off?).

- Old Business
  - Data Access for Community School Coordinators- Co Chair Millard noted progress is being made in negotiating a MOU between Family League and City Schools.
  - Community School Specialist Position- position was recently reposted. Sabrina Sutton requested assistance with marketing and recruiting a strong candidate. The position will be posted until filled. Ellie Mitchell and Charmayne Turner agreed to share with their networks. Dr. Santelises noted that the ideal candidate will be skilled in navigating a large institution and ability to engage multiple departments.
  
- New Business
  - Co-Chair Millard opened a discussion regarding the composition of the Community School Steering Committee. Particularly regarding public officials. Members also requested the name of our parent representative and noted the need to recruit additional students. A motion was presented and approved to add a member of city council to the steering committee. Co-Chair Millard noted that the appropriate protocol for adding a council member would be to contact Council President's office and request an appointment.
    - Action Item: Co-Chair Millard agreed to make outreach to Council President Young.
  - Outcomes for Community Schools- Dr. Santelises opened a discussion regarding the engagement of Baltimore's Promise regarding the data they possess and the creation of a research agenda. Members requested the alignment with data collected in Charm. It was noted that CS outcome data is not collected in the data collection system. Dr. Bundley requested the existing metrics that are collected for community schools.
    - Action Item: Dr. Santelises agreed to make outreach to schedule a joint meeting between BCPS, BP and FLB. Members requested a presentation on reports and data collected for Community Schools.
  
- Announcements
  - Members agreed to change the next meeting date from December 20<sup>th</sup>.