



Juvenile Services Education Program (JSEP)

JSEP Monthly Board Meeting
Wednesday, November 2, 2022 9:00am – 11:00am

The meeting will be streamed live and recorded for the public on YouTube.

<https://youtu.be/eor3byh7Y0Q>

Minutes

Members and Guests in Attendance:

Sec. Sam Abed- DJS	Mr. Leonard Webb
Dr. James Fielder- Absent	Mrs. Grace Reusing
Sup. Mohammed Choudhury	Mr. Leonard Webb
Mrs. Sharon Merriweather	Nick Moroney
Dr. Monica Goldson	Kimberly Pogue
Mr. Richard Stevenson	Hilma Munson
Dr. Peter Leone	John Irvine
Dr. Bernard Sadusky	Melanie Graves

- I. Welcome and Roll Call – Chair Reusing
 - Chair Reusing welcomed everyone. Melanie Graves called role and noted that there is a quorum.
- II. Approval of Minutes
 - Motion by Dr. Leone, seconded by Mr. Webb - 10/2/22 Board meeting minutes approved.
 - Motion by Dr. Leone, seconded by Sec Abed - 10/24/22 Board retreat minutes approved
- III. Public Comment: If you wish to log in to comment, please email Monique Cheatham (monique.cheatham@maryland.gov) or Melanie Graves (melanie.graves@maryland.gov) by **2:00 p.m. on Tuesday, November 1, 2022** with your full name, email address, and phone number. **Public Comment is limited to 2 minutes per speaker.**
 - N/A

IV. Superintendent's Report – Mrs. Kimberly Pogue

- Full report attached
- Dr. Sadusky inquired about professional development for counselors.

Superintendent Pogue indicated that nothing is specifically planned for guidance counselors during the November PD; however, time will be spent reviewing policies that will heavily affect counselors. JSEP has a meeting scheduled with the DJS School Transition Unit to review protocols related to youth transitioning to their home LEA. Dr. Sadusky indicated his concern is how information about potential opportunities is relayed to students. Youth have a great deal of aptitudes that should be explored. If this could be incorporated into professional development, it would be helpful to the counselors and youth. Dr. Sadusky offered to meet with Superintendent Pogue to discuss sources of information to support this process.

Superintendent Pogue indicated that students do individual learning plans with counselors upon admission. JSEP uses Zello to do interest inventories to assist with exploring interests and aptitudes. Students can then learn what types of educational programming is needed to meet their interests. Dr. Sadusky indicated that people want to know what jobs and opportunities exist in their geographical area. Students should be given information about what is offered, and how to access resources in their area. Superintendent Pogue will follow up with Dr. Sadusky.

IV. Executive Director Report – Mrs. Melanie Graves

- Full report attached
- Dr. Leone asked if the packets given to students in quarantine are individualized. Superintendent Pogue indicated that the packets are individualized based on the students' schedules. If there is Wi-Fi on the quarantine unit, they can access virtual instruction. Mr. Stevenson explained that youth receive virtual instruction by qualified teachers. Packets are based on schedules, and not just busy work.
- Dr. Leone asked about the salary study. Is the analysis of parity between JSEP and local schools? Is it regionalized, and does it take into account the full school year (summer). Sec Abed answered that parity for teachers was done based on experience initially. For new teachers, previous experience and pay are looked at, and DJS is offering above that amount. This then affects parity for other teachers, so this is a continual process.
- Dr. Leone also inquired about the LEA MOU deadline. Sec. Abed explained that we have a contract unit that is attempting to engage LEAs and working to ensure LEAs are responding. Superintendent Pogue indicated that Hilma Munson in the AGs office also is following up quickly with questions from specific LEAs, which has been helpful with moving the process along.

- Chair Reusing asked a follow up question about packets. Do the students have access to teachers when they are given packets to work on? Superintendent Pogue explained that it depends on the youth's status. If they have been exposed, teachers will work to connect through a Google Meet to assist students when needed. There are students who do access virtual offers of assistance. JSEP needs to look at what their performance is when in school vs. in quarantine in order to determine the impact of packet usage. Superintendent Pogue also indicated that packets should be graded and grades entered daily. Packets should also be handed back to youth with feedback. Nick Moroney said that the teachers drop packets off and shortly after disappears. There is a lack of motivation in students to complete packets for any length of time.
- Nick Moroney wanted to know the exact status of the wireless connections. Executive Director Graves explained that the survey tool that was needed to scan areas for Wi-Fi access points has been received. DJS is now working on contracts for software needed to use the survey tool. DJS IT is using wireless access points that are on hand to address the most needed areas. Mr. Moroney then asked how long the entire would project take. Sec. Abed indicated that there is no definite answer because we will not be able to complete it until the access points are in. The plan is to have things in place, so when the access points arrive there will be no hold up. Executive Director Graves indicated that Dave Phillips from IT reported that the most up to date wireless access points have been ordered to prevent replacement in the near future. They are available, so once it goes through the procurement process, we will move forward with the project. The plan is to have all cabling done prior to the access points' arrival, so they can be installed promptly.

V. Unfinished Business

JSEP Board Half-Day Strategic Planning Retreat – Mr. John Irvine

John Irvine went over the 5 goals and objectives

Chair Reusing reported that on October 24, 2022, the Board and the JSEP leadership team drafted and voted on four goals and a vision and mission. The JSEP leadership team agreed to draft another goal focusing on student achievement. That goal is ready to discuss today.

Chair Reusing then reported that Superintendent Choudhury contacted her with some concerns about what the process will be. Will the Board offer an opportunity for public comment and feedback on the board goals prior to voting to approve them? Will the Board be clear and transparent about our goals and metrics? Will it make sense to have our metrics and feedback before we have approved goals?

Chair Reusing indicated that there is no policy on how they go about adopting goals.

Steve Irvine, Director of Research and Development for DJS facilitated the Board retreat in October; therefore, was able to summarize the process used to create the goals. Initially, there was a SWAT survey that was reviewed as a board and then work was done to incorporate information from the staff. Work was then done to draft preliminary goals. At the retreat in October, it was decided that the mission and vision needed to be drafted separate than DJS's mission and vision. It was also decided that the goals are a board document, but would encompass the JSEP program.

Mr. Irvine then went over the goals that were shared on the screen and sent to board members prior to the Board meeting. Goal three is the focus of discussion today.

Superintendent Pogue shared goal three with the group. It was also sent to Board members in advance of this meeting.

Mr. Irvine indicated that at the retreat it was determined that it was appropriate to accept the goals even if we have not flushed out the standards.

Grace indicated that we should pause and discussed process of how to deal with transparency and public comment.

Secretary Abed indicated that when we met, we framed these as the board's goal as part of the strategic plan. He questioned what the benefit from receiving public comment would be. He understands if the comments are from students and parents.

Sup. Choudhury indicated that state boards and districts seek public comment. He provided an example of what the process is with another board that he is on regarding release of goals and metrics. In that instance, it was important to expand and change the culture around transparency. He indicated that we might want to invite Rachel Heist to speak to us about the Accountability and Implementation Board because we have to submit an implementation plan to the Accountability and Implementation Board. We are one of the entities required to do so.

Superintendent Choudhury indicated that it is very common to ask for public comment. He also indicated that one of the prior concerns (prior to DJS take over) was that the outcomes were dismal. There should be metrics to surround the board goals because the ultimate goal is to improve outcomes for youth. This could be a 2-year plan.

At minimum, there should be goals and metrics available for public review then adopted and tracked if we are ultimately saying that our process is doing what it is intended to do. Even if there are not people commenting now, there should be access for future comment.

Chair Reusing then asked how the Board should create opportunities to gather public comments? Sup. Choudhury indicated that there are different ways to do it. He gave Google forms and town halls as examples, and could include different phases in order to build up the goals and metrics that we want to achieve.

Dr. Leone indicated that he thinks it is important for the JSEP board to get their goals out there. He also sees the goals, vision, and mission as aspirational. The numbers of students that are served through JSEP are miniscule as compared to students served in the public schools of Maryland. He suggests that we get the goals, vision, and mission out there and then make modifications as we see fit or as we receive feedback. Dr. Leone wants a modest period of time allotted for public comment, but does not want it to languish because we have not gone through the lengthy steps as the larger public school systems have to do. Dr. Leone does like the idea of promoting the notion that these kids are in our system and that their education and life projectories matters to all of us. He remembers in the past when people would question if there were even schools in juvenile detention centers.

Secretary Abed indicated that we do have reporting requirements under the statutes – managing results and joint chairman’s report. There is an urgency to put together even initial goals and start to collect outcome measures to provide to the legislature.

The Board needs to vote on the initial goals, and then figure out a way to gather comments, possibly by Google Form.

Ms. Merriweather Suggests that the goals be called interim goals and we elicit public comments from there.

Superintendent Pogue -- Asked if the Board could proceed as Ms. Merriweather indicated and then she will work with Sec. Abed and Mr. Stevenson to create a plan for gathering public comment with follow up in the Standard’s Subcommittee.

Nick Moroney – Will the interim goals go on the website? Executive Director Graves reported that the webmaster is aware that the goals exist and is just waiting to get through this meeting in order to post them.

Chair Reusing – Requested that the goals be shared again on the screen in order to ensure that the board is in agreement, specifically with the new student achievement goal.

Board members and Nick Maroney had full discussion regarding goal #3 centering around the wording related to ensuring equal access to educational opportunities. Most board members added to the discussion.

After several revisions, goal three reads as follows:

“To provide access to rigorous instruction, college and career readiness coursework, access to GED materials/support, workforce training, and the opportunity for post-graduate college credit. JSEP will ensure that all students have access to educational opportunities without regard to student background or status. JSEP will strive to ensure equity and outcomes that are not predictable by race, ethnicity, socioeconomic status, or educational need.”

Chair Reusing called for a vote. Ms. Merriweather moved to approve goal #3 initially as written. Superintendent Choudhry seconded the motion. A roll call vote was conducted and it was approved unanimously.

Issue with the vision statement

Chair Reusing reported that after the Board Retreat in October, a concern was raised about the statement at the beginning of the Vision Statement – “All Students Matter.” A suggestion was made that the statement be changed to We believe in the potential of all students.

Dr. Leone indicated that this is an appropriate change. Chair Reusing made a motion to make the change as stated above. Dr. Leone seconded. A roll call vote was conducted, and it passed unanimously.

Chair Reusing thanked John Irvine for his support and assistance during the process of goal and vision and mission development.

VI. Subcommittee Reports

- **Summer School – Mr. Richard Stevenson**

Dr. Gammage and Mr. Stevenson sent out survey in regards to summer school and received 35 responses from teachers. 14 teachers helped in the curriculum planning. All teachers were provided the opportunity to participate in the planning process.

Positive highlights- were career exploration, guest speaker series and forensic science was popular among staff and students. Teachers felt students were interested and engaged. Certificate course offerings allowed students to get certificates in certain areas. Areas of improvement from teachers were more staff participating and planning. Some courses were not as planned out as others, more materials for staff to have access to. Some of the programs could not be completed in certain facilities due to safety and security issues. Lack of fidelity was an issue raised because not all school taught the same materials for each course. It was hard to get middle school students and those not earning certificates engaged and lack of fidelity. New ideas in next year’s planning are: GED prep, remedial course work to help students narrow the gap, more certification courses, possibility of doing vocational instead of credit courses, offering physical ed., art and health and more hands on activities and projects. There were 53 student responses. Of the 53 15 received some type of certification. Favorite course was science followed by math and social studies and then ELA and CTE. Students really enjoyed the guest speaker series. JSEP and DJS staff did an excellent job getting in speakers.

Students voiced the following improvement options included: more hands on activities and projects vs. worksheets and google classroom, credit recovery,

more sports activities, driver's ed., health options, the opportunity to choose their own courses, and the ability to earn full credit in certain courses.

Dr. Leone said it was great to have such a creative summer planning session, and thanked Mr. Stevenson for spearheading the work.

- Legislative Subcommittee – Chair Reusing, Hilma Munson

The Legislative proposal's title is Credit for Previous Employment. The proposal and summary from assistant AG, Hilma Munson, was sent via email to board members prior to the meeting.

The proposal is an attempt to restore the policy and mirror what MSDE was doing with previous employment's sick leave prior to DJS running JSEP.

Currently, if a teacher comes from the local school system, they are not able to carry their accrued sick leave over to DJS employment. The protection only applies to MSDE employees right now. The legislation would include the transfer of accrued sick leave to DJS upon employment. It will include the protections that were lost when teachers transferred from MSDE to DJS.

Dr. Sadusky asked for clarification on limits of sick leave being transferred. Ms. Munson indicated that there is no limit on the amount of sick leave to transfer. Dr. Sadusky asked if Sec. Abed would introduce it or if there would need to be sponsored. Sec. Abed indicated that it is coming from the board and will need a sponsor. Dr. Sadusky said now is the time to move forward, and asked if there are any sponsors in mind. He indicated that it is strong legislation for a variety of reasons to include teacher retention. He will ensure his attendance at the next legislative subcommittee to assist with finding sponsors.

Ms. Merriweather asked if the legislation would be retroactive, and are there current employees who have lost sick leave due to the glitch in the legislation. Ms. Munson responded that the legislation would be retroactive back to July 1, 2022 when DJS took over JSEP. There are employees who started with DJS either on or after July 1, 2022, have not had any of the protections of statute 6204, so it is important to have the retroactive provision in the current legislative proposal.

Dr. Sadusky made motion to approve the proposed legislation. Dr. Leone seconded it. A roll call vote was held.

Secretary Abed abstained from voting, and explained that as Secretary any legislation that is considered as part of the executive branch requires that he take direction from the Governor's office as to whether he can take any position on it.

All other members voted to approve the legislative proposal. Motion is approved as submitted. Chair Reusing thanked Hilma Munson for all of her work.

Nick Moroney suggested Rep. Luedtkei to sponsor. Chair Reusing indicated that it would be discussed at the next legislative subcommittee and invited Mr. Moroney to the meeting.

- Standards Subcommittee – Mrs. Kimberly Pogue
School Improvement Plan Policy outlines goals, procedures and timelines on JSEP school improvement plans that need to be written and approved for all JSEP schools. The intent is to ensure all improvement plans possess the necessary elements to foster best practices and lead to improved outcomes for students year to year.
The policy was provided to the board members prior to the meeting.

Nick Moroney wanted to see the policy, Executive Director Graves shared her screen with the policy. Superintendent Pogue briefly went over the policy. Policy outlines the responsibilities related to school improvement plans. The principal is responsible for assembling a team. The Superintendent is responsible for reviewing the school improvement plans by October each year. The principal is required to implement the plan each year. The JSEP HQ administration is required to provide support to ensure successful achievement of all of the SMART goals within the improvement plans. The school improvement plan will address academic gains, post-secondary school opportunities, school culture and climate, as well as other initiatives proposed by the JSEP team. The School Improvement Team will be responsible for looking at data surrounding the areas just mentioned.

Sec. Abed moved to approve the school improvement policy. Seconded by Dr. Leone. A roll call vote was conducted, the motion passed unanimously. The policy is adopted as written.

VII. Board Member's Remarks

- N/A

VIII. Adjournment

Chair Reusing asked for a motion to adjourn the meeting.

Sec. Abed made the motion to adjourn. Mr. Stevenson seconded the motion.

Chair Reusing asked members to send her an email if they are interested in joining any of the subcommittees.

Meeting was adjourned at 10:38