

# Maryland SEFEL Pyramid Model Leadership Meeting Minutes

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*Date | time* Tuesday, December 4<sup>th</sup>, 2018 | 1:00 PM – 2:30 PM

*Location* Maryland State Department of Education, 200 West Baltimore Street, Baltimore MD

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**Attendance:** Debbie Langer, Tresa Hanna, Nancy Cahlink-Seidler, Kelly Hutter, Stacy Birch, Kate Wasserman, Margo Candelaria, Paola Andujar

## Team Report Outs and Review of Collective State-Wide BOQ

- Leadership Team will get final agreements on document today and choose 3 to 4 aspects in January as work plan for the year.
- BOQ Review Notes and Action Steps:

### A. State Leadership Team

5. Add section to website with leadership minutes. Take a few minutes at beginning of each meeting to review previous meeting minutes.
7. Begin asking folks to evaluate meetings attended.
9. Encourage partners to add attendance to SLT meetings to job descriptions of staff.
14. Incorporate coaching within QRIS System.
15. Large 'year in review' meeting next December.
16. UMB does this; switch to 'Emerging.'
17. Switch to 'Emerging.'
22. Switch to 'Emerging.' Add SLT section to SEFEL website.
23. Develop SEFEL Legislative Brief/presentation.

### B. Family Engagement

28. Reach out to Parents Place of Maryland to join team.
30. Maryland Families Engage can be a portal to communicate with parents. Link to SEFEL site.

### C. Implementation and Demonstration Programs/Sites

34. There are programs doing these steps but not with MOUs in place.

### D. Professional Development

42. Need to engage counties already implementing who aren't part of cadre or leadership team.

### E. Evaluation/Data-Based Decision Making

46. Next step: how to make data useful for them and program improvement.
48. Reformatting quarterly reports to share with SLT.

## Brief Discussion re: Orienting previously rostered SEFEL Pyramid Model Trainers to New PPT Slide Decks for Preschool and I&T Classroom Trainings

- Section not discussed.

## Agency Updates

- Kelly - Completed ACES presenter training. PRC staff attended DC 0-5 Diagnostic Classification of Mental Health and Developmental Disorders of Infancy and Early Childhood training last week and were trained in the Early Childhood Service Intensity Instrument (ECSII) yesterday.
- Nancy - MFN did needs assessment on trainings child care professionals are interested in. Social emotional development is still aspect professionals are struggling with addressing.
  - o How do we market SEFEL to those who may benefit but are not familiar with it?

## **Next Month's Meeting:** Rescheduled to Tuesday, January 8<sup>th</sup>

- Those not at meeting today are encouraged to send in their comments via email prior to next meeting.
- Team will work on developing the work plan in January.