

Maryland Pyramid Model State Leadership Team Meeting

Date Tuesday, November 1, 2022 | Time 11:30 AM – 1:00 PM | Location Zoom Meeting

The Vision of the Maryland Pyramid Model State Leadership Team (SLT) is for families in partnership with the early childhood workforce to have the ability to equitably nurture and support infants' and young children's social-emotional development and well-being within their diverse family cultures and communities to foster lifelong success. This can be accomplished through the integration of the Pyramid Model with other related promotion, prevention, intervention, and treatment efforts in the state.

The Mission of the Maryland Pyramid Model State Leadership Team (SLT) is to develop, evaluate and sustain a statewide collaborative effort, guided by national models, that supports the local implementation of the Pyramid Model framework. This work is rooted in fidelity within a variety of early childhood programs and settings across communities within the state. We are committed to actualizing this work with deep intentionality around addressing equity and the needs of BIPOC (Black, Indigenous, and People of Color) students, educators, families, and communities as referenced in our Equity Statement.

Equity Statement for the Maryland Pyramid Model State Leadership Team (SLT) In recognition of the historical, systemic and current racial inequities that exist throughout all levels and layers of our society, we acknowledge that our youngest citizens are too often exposed and harmed. We know this delivers a lasting impact on their social and academic trajectories, the most detrimental of which are higher rates of suspension and expulsion among young black, indigenous, and people of color (BIPOC) before they enter kindergarten, which begins the preschool to prison pipeline. We believe that practices that promote social and emotional awareness and skills in both children and adults, like the Pyramid Model, can serve to significantly correct and address these realities. Recognizing this, the Maryland Pyramid Model SLT commits to implementing the Pyramid Model through a culturally responsive and anti-racist lens. In an effort to move this work forward, we are currently focusing on the following action items, and articulate them here to hold ourselves accountable:

- Implementation of a subcommittee dedicated to elevating equity that meets regularly and supports activities of the full SLT, with specific review of goals and accomplishments during the annual review of the Benchmark of Quality (BOQ).
- Ongoing review and adaptation of training and coaching curriculum to increase the equity lens within Maryland Pyramid Model efforts.
- Adding diversity, equity and inclusion measures into the BOQ fidelity items.
- Ongoing intention of adding and elevating the voices and perspectives of BIPOC partners involved in Pyramid Model efforts across the state.

Attendance: Angela Brewer, *Judy Center Learning Hub at RME*; Cynthia Bouchard, *Howard County Public Schools*; Margo Candelaria, *UMB SSW*; Don Corbin, *MSDE*; Lacey Egerton, *Maryland Family Network*; Meredith Holmes, *Anne Arundel County Public Schools*; Angeliqne Kane, *UMB SSW*; Deborah Langer, *MSDE*; Sheila Maness, *Prince George's County Child Resource Center*; Kristen Paul, *Parent's Place of Maryland*; Candace Place, *Anne Arundel Community College*; Melissa Romano, *Harford County Public Schools*; Lisa Shanty, *MSDE & IDEALS*; Nyrobi Tyson, *UMB SSW*; Rachel Vannatta, *UMB SSW*; D'Lisa Worthy, *Behavioral Health Administration*

The meeting was initiated, and members present were invited to sign in within the chat.

The October 2022 Minutes were reviewed. A revision was made to the agency listed for Meredith Holmes. The minutes were ratified with revision from the October 2022 meeting.

Administrative BoQ Items for 2022

Upcoming Subcommittee Meetings dates and times were reviewed. During November 2022 meetings, subcommittees are encouraged to brainstorm ideas for engaging new members and to work on their section of the BoQ to report out at the BoQ Retreat in December 2022.

- Elevating Equity (1st Mondays @ 3 PM): Monday, November 7th, 3 – 4 PM
- Professional Development (1st Wednesdays @ 1 PM): Wednesday, November 2nd, 1 – 2 PM
- Fidelity & Evaluation (2nd Thursdays @ 11 AM): Thursday, November 14th, 11 AM – 12 PM
- Family Engagement (4th Thursdays @ 1 PM): Thursday, December 8th, 1 – 2 PM
- Implementation & Demonstration Site (4th Mondays @ 2 PM): Monday, November 28th, 2 – 3 PM

Members were reminded that if *they are interested in attending any of these meetings, please contact akane@ssw.umaryland.edu and she will align you with the appropriate PIEC team member who can share the calendar invitation for the meeting.*

Announcements & New Resources

1. Job Announcements

- a. The PIEC Team at UMB SSW is recruiting for: Research Coordinator, Research Analyst (SRA/LRA), Open rank Trainers (1-3), Program Managers (2), and Program Specialists (1-2). Full job descriptions and the links to apply are available here: <https://theinstitute.umaryland.edu/about-us/employment-opportunities/>
- b. Project ACT is recruiting for two positions within their IECMH Consultation Team, which utilizes PM within their support of children and childcare programs: Full-Time LMSW/LGPC and a Part-Time LCSW/LCPC. The full job descriptions and links to apply are here:
 - i. Full-Time LMSW/ LGPC: <https://recruiting.paylocity.com/Recruiting/Jobs/Details/1259967>

ii. Part-Time LMSW/ LGPC: <https://recruiting.paylocity.com/Recruiting/Jobs/Details/1259907>

2. NCPMI Updates

- a. Registration for NTI 2023 – Addressing Challenging Behavior is now! Pre-Conference sessions will take place on April 10-11, 2023, and the Conference will take place April 11-14, 2023 in Tampa, FL. The registration deadline is March 20, 2023. Visit <https://web.cvent.com/event/ed2d5850-15b2-4c94-8ea8-4af19fdc4101/summary> for more details.
- b. Webinar Watch:
 - i. Within the recording of the recent Framework Series webinar airing: [Inclusive Routines for Early Care and Learning Environments](#)
- c. New Resources
 - i. [New Pyramid Model Visual](#)
 - ii. [Establishing Policies and Procedures to Eliminate Exclusionary Discipline](#)
 - iii. [Roles and Responsibilities of the Program Implementation Coach](#)

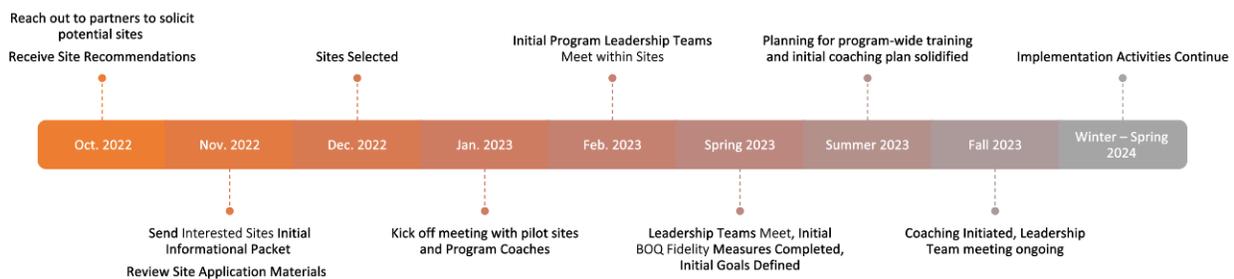
3. MD Pyramid Model

- a. The recording for “[Setting Your Classroom Up for Success – Back to School Webinar](#)” that was offered to support the early education workforce support as they return to schools, is available. The recording can be viewed [here](#).

Implementation Site Pilot Timeline

The PIEC team reported on progress related to launching the Maryland PM Implementation Site Pilot. A timeline through Spring 2024 was shared which included the selection of a maximum of five (5) Implementation Sites.

MD Pyramid Model Implementation Site Timeline



Child care programs that serve the age range of Birth-5, have little to no experience with the Pyramid Model, and have interest in being an initial Implementation Site were encouraged to apply and contact ksweeney@ssw.umaryland.edu. Targeted outreach focuses on recruitment of sites representative of the Eastern Shore, Western, and Southern Maryland. The site selection will begin in December 2022. A readiness checklist and application packets are being prepared to share with potential sites.

Maryland Pyramid Model SLT Structure

During the October 2022 meeting, the SLT voted to move forward to adjust the SLT structure by adding a Chair and Vice Chair position to offer rotating leadership of our SLT (with ongoing concrete and logistical support from the PIEC team).

Chair and Vice Chair of the SLT Positions

- Chair and Vice Chair Positions allow for rotation of leadership on the SLT
- Chair would work monthly with the PIEC team on meeting agenda, prioritizing items on the annual work plan.
- Chair would lead the annual BOQ retreat and discussion of BOQ items to prioritize for the work plan.
- PIEC Team will support administratively with meeting agenda, facilitation of subcommittees with co-chairs, tracking annual work plan, etc.
- Vice Chair participates in these activities then moves into the role of the chair after 2 years.

Delineation of the Chair, Vice Chair, and PIEC Team

- Chair
 - Leads annual BOQ Retreat (December annually)
 - Facilitates discussion around BOQ priorities and work plan
 - With PIEC support, approves monthly SLT agenda (to advance work plan) and facilitates monthly meetings
 - Drafts the SLT section of the MD PM Annual Report
- Vice Chair
 - Supports above activities when Chair is absent
 - Steps into Chair role if Chair's term is cut short for some reason (job change, etc.)
 - Steps into Chair role after 2 year term, offering continuity in SLT Leadership
- PIEC Team (Administrative Support)
 - Agenda Setting (Can vary, based on Chair's preference, from drafting agenda items discussed over email with Chair to sending Chair agenda for their review and approval. PIEC will also draft the Annual Work Plan and manage updates throughout the year)
 - Co-facilitate Meetings (Chair and or Vice Chair can select the sections of the meeting agenda they would like to lead, and PIEC can facilitate remaining agenda items)
 - Logistics (Meeting space {if in person} as well as virtual hosting, emails to remind members of times, track attendance and lists of membership for Executive Committee and all Subcommittees)
 - Follow Up (Drafting and disseminating meeting minutes and any follow up tasks)
 - Subcommittees (PIEC will maintain roles to staff, lead and document subcommittees along with each designated chair)

The timeline to implement the amendment is outlined below.

- *October 2022* – SLT Executive Committee Voted to move forward with chair and vice chair roles, with specifics to be determined
- *November 2022* – Discuss procedures for Chair and Vice Chair Roles (with aim for ratification)
- *December 2022* – Selection of Chair & Vice Chair Roles (review bylaws and ratify updates to include these positions and the subcommittees)
- *January 2023* – Chair and Vice Chair begin 2 year terms
- *December 2024* – Selection held for Vice Chair
- *January 2025* -- Vice Chair moves into the Chair Role

Selection Process

1. SLT Executive Committee Members self-select into one of the two roles (after this initial election, it will just be to self-select into Vice Chair role, as Vice Chair will step into Chair @ completion of term)

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2. How to self-select: PIEC will distribute a link to a google form, where interested members can indicate which role they are nominating themselves for. Additionally this form will have a prompt for the member to write 2-4 sentences on why they are interested in this SLT Leadership Role, and what they want to accomplish within their term.
 3. Selection will occur via a Qualtrics link sent to all SLT Executive Committee members, ensuring that members not in attendance during meeting have the opportunity to participate with a window of 2 weeks for selection.
 4. Selection announcement will be made in the January 2023 SLT Meeting, with Chair responsibilities initiating for the February meeting.

The amendment was ratified unanimously.

Annual BoQ Retreat: December 6, 2022, 10:30 AM – 3:30 PM

The Annual BoQ Retreat is being planned. The retreat will take place in-person at Anne Arundel Community College with an option to join via Zoom. Lunch will be provided and attendees are encouraged to bring a dessert to share. Activities will include:

- Celebrations and Presentation of the Annual Report
- Review of BoQ Items (Subcommittees Present on their Sections)
- Review of Bylaws
- Attendance and Membership Review
- Review Group Norms
- Prioritization of BoQ Items

A poll was distributed to query how SLT members were planning to attend. The poll results at the time of the November meeting were: In-Person (7) Virtually (5) Undecided (1)

SLT Annual Work Plan Review

The SLT reviewed the current workplan for 2022, which includes the following priorities:

4. *BoQ Item #14 – The SLT action plan includes strategies for institutionalizing and embedding EBPs into state infrastructures such as Quality Rating Systems and Early Learning Guidelines, etc. [Sustainability planning & Scale-up Stage]*
 - a. Meetings with key partners continue to work on this process.
5. *BoQ Item #30 – The SLT develops and employs mechanisms for communicating with families about the initiative. [Every Stage]*
 - a. The Family Engagement subcommittee is recruiting caregivers and individuals with an expertise in Special Education to join the subcommittee. Additionally, the subcommittee is referring to resources available on the MSDE website to begin the development of a policy statement regarding Family Engagement.
6. *BoQ Item #32 – The SLT develops readiness criteria, recruitment and selection procedures, and MOUs for programs participating in the initiative as Implementation Programs/Sites. Implementation Programs/Sites have a Program Leadership Team and at least one Practitioner coach [Initial Implementation Stage]*
 - a. The Implementation & Demonstration Site subcommittee is working on a guidance document to assist with navigating this process. Current activities include the development of readiness criteria, selection procedures, and the recruitment of sites.
7. *BoQ Item #38 – The SLT develops statewide EBPs training capacity that includes providing ongoing training and support for Program Coaches who, in turn, train and support community and program staff and Leadership Teams. [Implementation Stage]*
 - a. The process to recruit a pool of Program Coaches is underway. Several coaches will begin working in a couple of weeks and a Community of Practice meeting is scheduled for November 14th. The application deadline has been extended to encourage widespread geographical representation. After Implementation Sites have been selected coaches will be assigned to a site and work will begin.

The Evaluation form shared with members to complete before signing off to give feedback on the meeting.

Adjourned

Next Meeting (Annual BoQ Retreat): Tuesday, December 6, 2022, 10:00 AM – 3:00 PM, in person (Hosted by SLT member Candy Place @ Anne Arundel County’s Community College) with an option to join virtually via Zoom Link.