***Maryland SEFEL Pyramid Model Monthly Leadership Minutes***

Date | time Tuesday, March 12th, 2019 | 1:00 PM – 3:00 PM |

Location Maryland State Department of Education, 200 West Baltimore Street, Baltimore MD, 21201

10th Floor Conference Room

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| **Mental Health Matters Campaign – Tiffany Thomas (via phone)** * Goal is to raise awareness of children’s MH. Week of May 5th to 11th.
* Community and school champions encouraged to join campaign.
* Once registered, agencies and schools receive digital resources, activities, poster, and bookmark for each child.
* Topics/resources for morning announcements for each day of the week.
* Factsheet on educator stress: available on website by end of March.
* Contact info: Facebook: Children’s Mental Health, Website: [www.childrensmentalhealthmatters.org](http://www.childrensmentalhealthmatters.org), Tiffany’s email: TThomas@mhamd.org.
* Please share the two main handouts and Tiffany’s email address with others.
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| **Review of Meeting Minutes from February Meeting and Ratification of Minutes*** Leadership reviewed and ratified the February minutes.
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| **Review Action Plan Progress: Determine Criteria for the Meeting Evaluation Form** * Leadership reviewed and edited the draft evaluation form.
* UMB will finalize evaluation form to be used at each meeting moving forward.
* The form will be assessed for effectiveness/satisfaction in 3 months.

**Miscellaneous*** Meeting moving to 8th floor conference room starting next month for additional space as leadership team has grown.
* Idea to develop media outreach campaign to disseminate updates to SEFEL PM content to reach trainers disconnected from Pyramid Model updates.
* Example: “SEFEL is now Pyramid Model” tagline on email signatures of leadership members.
* Nancy working to bring a practice-based coaching model TOT to Maryland.
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| **Cadre Updates*** February Call
	+ Discussed lessons learned, incentivized training and coaching model used in NY state.
	+ Explored implementation science components including importance of ongoing support such as coaching.
	+ Additional discussion: Through MSDE, professionals are currently able to apply for payment to attend trainings and should also have ability to apply for funds to receive coaching.
* Infants & Toddlers Programs currently doing so by using discretionary funds.
	+ Request to UMB during Cadre webinar: meet with consultants who need to enter both SEFEL PM and consultation data into SEFEL OMS and ECMHC OMS.
	+ Data collection of Pyramid Model Activities
* UMB is currently gathering data on activities of cadre members.
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| **Agency Updates*** UMB:
* Spring Symposium, Tuesday, May 14th
* Rob Corso is the keynote speaker.
* Audience: Publicly funded private preschool teachers and administrators.
* Deadline to register: April 5th.
* Registration will then be offered to Leadership, Cadre members, and SSIP counties (Cecil, Frederick, Howard, Montgomery).
* Janette, Tresa, and Nykia to disseminate flyer.
	+ June TOT
* June 19-21; finalizing exact dates.
* UMB to partner with Nancy and Deborah to vet training numbers on applications.
* Edit on application: Trainers must be re-certified every 4 years.
* Deborah to identify SEFEL PM trainers in MSDE trainers’ database who are not up to date with the Model to re-engage.
	+ Spring Pyramid Model Trainers and Coaches Meeting, April 26th 9AM-3PM at CTE
* SEFEL PM TOT Follow-Up: 1PM-3PM.
* Participants should email Deborah if planning to attend SEFEL PM TOT Follow-Up.
	+ TPITOS Training (June 3rd - 4th)
* Location secured: Department of Community Resources & Services, 9830 Patuxent Woods Drive, Columbia, MD.
* Priority given to Cadre members and those utilizing the tool in classrooms.
	+ New State Pyramid Model Logo
* The new logo will now be used on all materials developed by and related to the MD SEFEL Pyramid Model.

**Other Updates*** + Samford Harmony curriculum— Social emotional curriculum for pre-k and elementary school classrooms.
* Materials are free of charge.
* informational flyer to be emailed out.
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| **Next Meeting: April 2nd, 2019*** Goals for next meeting: Begin to use evaluation form, review, add training qualification updates as standing item, review list of current cadre list and leadership members.
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