



**SAN MATEO COUNTY CHILD CARE PARTNERSHIP COUNCIL
QUALITY COMMITTEE MEETING MINUTES**

**Monday, January 24, 2022
Virtual Meeting via Zoom**

CCPC Members Present: Cheryl Oku, Lisa Zimiga

Members of the Public: Edirle Menezes (Committee Chair), Soodie Ansari, Mary Browning, Andrea Burnett, Susan Jeong, Cheryl Oku, Donna Yuriar, Lisa Zimiga

Minutes: Edirle Menezes

1. Call to Order

Edirle Menezes called the meeting to order at 9:07 a.m.

2. Action to adopt a resolution finding that, as a result of continuing COVID-19 pandemic state of emergency, meeting in person for the Child Care Partnership Council would present imminent risks to the health or safety of attendees (Attachments #1A and #1B)

MOTION: OKU/ SECOND: ZIMIGA

AYES (ROLL CALL VOTE): Soodie Ansari, Mary Browning, Andrea Burnett, Susan Jeong, Edirle Menezes, Cheryl Oku, Donna Yuriar, Lisa Zimiga

NOES: NONE.

ABSTAIN: NONE.

MOTION APPROVED.

3. Action to set the agenda for January 24, 2022 and Approval of the Minutes for the September 20, 2021 meeting

MOTION: ZIMIGA/ SECOND: BROWNING

AYES: Soodie Ansari, Mary Browning, Andrea Burnett, Susan Jeong, Edirle Menezes, Cheryl Oku, Donna Yuriar, Lisa Zimiga

NOES: NONE.

ABSTAIN: NONE.

MOTION APPROVED.

4. Inclusion Specialization Matrix Update and Discussion

Susan Joeng presented an update on the Inclusion Specialization matrix, led the group into a discussion and asked for feedback. The group reviewed the Introductory video, the drafted Utilization Guide, and changes implemented to PD hours in Matrix.

The purpose of the Inclusion Matrix's video is to provide an introduction to the inclusion specialization matrix that is digestible. The Inclusion Matrix is 5 pages long and could be intimidating for early educators at first glance.

- The Internal SMCOE Inclusion Matrix Workgroup team has previously met to discuss formative and summative approaches matrix.

It is this groups intention that:

- The Inclusion matrix is a companion document to the QRIS matrix.
- Access remains the first element of the Inclusion Matrix.
- The three quality indicators of the matrix are: Evolving, Integrating, and Implementing.

The Utilization Guide provides information on how to use the matrix, and definition of the three quality indicators (Evolving, Integrating, and Implementing). Collaboration and Belonging are the mainstays for the theme of the matrix. Collaboration with families, practitioners (from special education, child development) and service support providers is a consistent theme throughout. Belonging is reflected in all areas of practice – outreach, enrollment, environment, etc. that considers everyone.

Formative utility of the Matrix

Historically, the committee didn't recommend the Inclusion Matrix to be a summative but formative resource only, yielding a program self-assessment of inclusive practices. Language like 'evidence' was to be avoided in the guide. Instead, we welcome you in this journey and would like you to reflect on the elements. Current recommendations - we use both formative and summative tools. Assessment tools recommended - ICP and TPOTs, and CPIP as a self-assessment tool.

General updates about Matrix

Mary Browning and Susan Jeong are partnering with 4Cs to get feedback from FCCs through focus groups about Inclusion Matrix. This focus group will include QRIS participating Family Child Care Homes that are inclusive or interested in becoming inclusive, but are not yet serving children with varying abilities.

Feedback and commentary following the presentation:

- The committee found the presentation video clear, concise, and informative.
- Calling out access as an element is important.
- The video does not make the matrices look cohesive. It should be apparent that the inclusion builds on the original QRIS matrix, and has aligned goals.
- The music for the introductory video should be something more upbeat.
- The introductory training for the Inclusion Matrix aligns with QRIS professional development requirements. The Pathways to Inclusion training series exceeds the 21 hours QRIS sites are annually committed to complete (outlined in the QRIS Matrix, Element 3 - Teacher Qualifications).
- Committee members recommended that required professional development hours are incrementally increased as sites transition through the levels of the matrix.
 - For example: 3-6 hours of PD are required at the *evolving*; 10-15 hours for *integrating*, and 22.5 for *implementing*.
- Susan Jeong recommended that Embedded instruction should be the next series offered to IEEEP sites next year.
- Susan Jeong and Edirle Menezes will be planning and organizing SMCOE professional development offerings for 2022-2023, and will ensure that they support the implementation and execution of the Inclusion Matrix.

5. Quality initiatives under the QCC umbrella

Edirle provided a brief overview of Quality initiatives under the QCC umbrella.

- Four Home Visiting Programs have joined Quality Counts San Mateo
- ASQ consultation is open to any programs that have participated in the ASQ training and HMG pilot work with FCCs (based on partnerships with HMG and 4Cs, and SMCOE).
- Mental Health support is available to all QCSM programs through Star Vista through:
 - group consultation, and
 - On the horizon – an exploration of partnerships with Healthy Homes.

6. Adjournment



Edirle adjourned the meeting at 10:15 a.m.

The next CCPC Quality Committee meeting will be held on March 15, 2022, at 09:00 a.m.