



**Child Care Partnership Council Quality Committee Meeting
Monday, March 15, 2021 Meeting Minutes
Virtual meeting via Zoom**

CCPC Voting Members Present: None

Members of the Public: Soodie Ansari, Mary Browning (Committee CoChair), Andrea Burnett, Lisa Shaanan, Susan Jeong, Edirle Menezes

Minutes: Taken by Mary Browning

Call to Order and Introductions

Mary Browning called the meeting to order at 9:00 a.m. Given two members shared that they needed to leave the meeting at 9:30 and given committee members have standing relationships, the group agreed to skip introductions to move to the business on the agenda.

Agenda

Mary reviewed the proposed agenda which had been emailed to members in advance. There were no recommendations for revisions with the exception of moving forward without introductions.

Minutes:

Minutes of the January 11, 2021 Quality Committee meeting were distributed via email prior to the meeting. There were no recommendations for changes and the minutes were approved.

Quality and Inclusion Matrix update and request for committee input:

Susan Jeong, SMCOE's Coordinator of Quality and Inclusion was invited as a guest speaker to summarize feedback which has been received from the five IEEEP Pilot Sites who have to date utilized the Quality and Inclusion Matrix. Susan shared the Google Form which was developed for sites to use to provide their self-ratings on each of the elements on the matrix, and to collect feedback on goals each team identified based on their ratings on the Matrix. Pilot Sites shared that they found the Matrix helpful and comprehensive in identifying next steps to build inclusive early learning programs. Most sites rated themselves as "Integrating" or "Implementing" on most elements.

Mary shared the observation that the 3 sites that worked with a coach or facilitator seemed to have more detailed, targeted goals/next steps than teams that did not. One site that did not work with a coach as a thought partner, explicitly stated they wished someone with more knowledge of the matrix had been present to facilitate. Mary also shared that many sites were set goals related to next steps in the Access Element, including a goal around developing inclusive vision statements / policies. Lisa S. offered to share a link with the group to a resource that is designed to walk early childhood providers through a process for developing inclusive policies, vision statements, etc. The group expressed excitement about exploring the resource.

Members of the Quality Committee then participated in a discussion of possible next steps in supporting development of the Matrix including the following:

- **Role of Coaches:** Given the observed valuable role of coaches in completion of the Matrix and the importance of having coaches informed so that they can support the work, it is critical that the role of coaches be clearly articulated and supported. A meeting this week with Susan, Andrea, and Edirle is scheduled to begin this dialogue.
- **Additional Feedback:** Given the current piloting of the Matrix is limited to IEEEP pilot sites which are Title 5 programs in school districts, it would be helpful to solicit feedback on the Matrix from a more diverse group of early childhood practitioners who are familiar with both the QRIS and with special education / inclusive practices. The Quality Committee generated a list of individuals who could serve in this role.
- **Development of compendium / resources,** possibly as links to an online “living” Matrix, similar to the QRIS document in Santa Clara County (Susan Jeong will share link from Santa Clara County with Mary and Andrea to serve as example)
- **Development of FCC version --** It was noted that the 4C’s community of practice group facilitated by Amalia would be an insightful group to provide feedback on the fit of the existing Matrix for FCC’s

Mary shared with the group that in addition to supporting the Quality Committee’s first goal of “building a robust Quality Counts system”, the work with IEEEP pilot sites was naturally addressing an additional Quality Committee goal targeting P3 alignment, as pilot sites want to include TK and K staff in the inclusion work.

Scheduling Future Quality Committee Meetings: Mary solicited the input from members regarding whether they wished to continue to meet prior to the regularly scheduled CCPC meetings, or if they would like to identify a different time so that they could attend other CCPC committee meetings. One member expressed interest in attending other committees. All members stated that having a regular / predictable schedule is critical. Mary will share this feedback with Sarah Kinahan and other committee chairs in an attempt to develop a schedule that works for the majority of members.

Adjournment: Committee meeting adjourned at 10:05 a.m.

Next regularly scheduled meeting: May 17th, 2021, 9:00 - 10:15 a.m.