Welcome and Introduction
Mary Browning greeted everyone.

Call to Order and Introductions
Mary Browning called the meeting to order at 9:00 a.m. and then asked attendees to introduce themselves and say a few words on how we can achieve quality in these difficult times.

- Zoom trainings with teachers - can use chats and translation in real time and give real time feedback
- One-on-one connections with families, building trust
- Teachers are exhausted and in survival mode – important to recognize and acknowledge
- Teachers are being flexible, learning new technology, and are leaving their comfort zone
- During these times, we need to rethink what quality is and make sure we are following the state requirements and providing for needs of teachers and their students

Inclusion Matrix
The Quality Committee has focused the last year on developing the Inclusion Matrix. Mary explained that SMCOE’s Early Learning Support Services has tentatively been awarded an inclusion grant, and that they have written in the Matrix as a tool to pilot / monitor the progress of pilot sites in implementing high quality inclusive practices. This is the committee’s final time to review the Matrix before it is piloted. Lisa Shaanan, a consultant with the ELSS team, overviewed the Inclusion Matrix, and solicited the committee’s input

- The framework has 8 elements.
- On the Inclusion Matrix draft, the color font denotes the responsibilities of School District special education program
- Access is an additional element added to original matrix that is critical to inclusion
- Each element is developmental and designed to provide guidance around growth in quality practices in that element (Evolve; Integrate; and Implement)
- Question from group: Should the family survey be in a different element? Include in Policy?
- Mary shared that Alyson Suzuki wants to do deeper work to assure the Matrix is accessible and helpful for Family Child Care providers – it was shared that the original
Matrix does not always address the needs of FCCs. Aligning the Inclusion Matrix to the original Matrix creates some limitations in addressing the needs of FCCs, but we can do our best to address

- DRDP tool not as realistic for some providers. Open to other quality tools.
- IEEEP grant resources will be utilized to develop technical assistance guide to go with the Matrix and to develop skills of coaches
- Feedback was provided that it is important for the Matrix to capture that teachers, specialists and family members collaborate in completion of DRDP -- Mary shared that this was in a previous version of the Matrix and would be added back
- Lisa explained that the Matrix integrates the standard QRIS state tool (elements identified in five columns associated with 1-5 points) and the local Inclusion Matrix (elements identified in 3 columns associated with stages of Evolving, Integrating, and Implementing)
- The beginning foundation of each element of the inclusion matrix is aligned with law / licensing requirements, and should be achievable by most if not all centers
- A question was asked about districts’ obligation to assess children. Mary explained the districts’ Child Find obligation. It was suggested that districts do outreach to early childhood centers in their boundaries to improve child find
- It was noted that a glossary for the Matrix would be really valuable
- Members discussed what language to use in Matrix: FCCH or FCC or FCCP?? FCC providers is the newest terminology the state uses. This will be adjusted in Matrix
- Given time constraints, participants were encouraged to send additional thoughts to Mary or Lisa via chat or via email

Next Steps

- Work with Family Child Care providers to assure the tool is accessible / helpful – FCC is where most children with disabilities receive care
- Solicit support of general CCPC at next meeting (Mary will discuss next steps with Sarah K., Edirle, and Alyson)
- Overview Matrix to CCPC via a short presentation
- Lisa Z – Their site is ready to pilot. Teachers are excited. Matrix is almost there, few edits and some ratios need changing. Things look different now. Models will be different next year. Open to possibilities. Different ways to document what programs are doing.

Committee meeting adjourned to join general CCPC meeting.