QUALITY COMMITTEE MEETING AGENDA

Monday, June 22nd, 2020, 9:00 a.m. – 10:15 a.m.
Meeting will be conducted via Teleconference Only

Website Link: https://smcoe.zoom.us/j/94794892807
Meeting ID: 947 9489 2807  Password: Not Needed
Dial-In Option: 1-669-900-9128

Welcome and Check-In  Mary Browning

Approval of the June 22, 2020 Quality Committee Meeting Agenda  Mary Browning

Approval of Minutes for May 18, 2020 Meeting  Mary Browning

Review Quality Committee goals / activities for 2019-20  Mary Browning
- Review today’s action on Inclusion Matrix

Discussion: Prioritize goals / activities for 2020-21  Mary Browning
- Consider impact of COVID-19 and/or equity / anti-racism momentum on the work of Quality Committee

Summary and Adjournment  Mary Browning

The next CCPC Quality Committee meeting: Monday, September 28, 2020, 9:00 – 10:15 a.m.
Child Care Partnership Council Quality Committee Meeting  
Monday, May 18, 2020, Meeting Minutes  
San Mateo County Office of Education  
Virtual meeting via Zoom

CCPC Members Present: Cheryl Oku, Lisa Zimiga  
Members of the Public: Soodie Ansari, Mary Browning (Committee Chair), Andrea Burnett, Amalia Forcari, Lisa Kaplan Shaanan, Edirle Menezes, and Alyssa Scholes  
Staff: Marilyn Canadas  
Minutes: Mary Browning/Marilyn Canadas

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
- Important to collaborate around DRDP
- The top half is the traditional Matrix – Bottom half is the local Inclusion option
- 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.
**San Mateo County Child Care Planning Council**  
**Strategic Implementation Plan 2019-2024**  
**CCPC Strategic Goal Area: Quality**

**Goal:** Every child thrives socially, emotionally, and academically because they receive quality early care, education and/or after-school programs.

**Desired Outcome of Plan:** ECE programs will have the resources and knowledge to align with Quality Counts framework

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<thead>
<tr>
<th>Strategic Priority</th>
<th>Activity</th>
<th>Timeline</th>
<th>Who</th>
<th>Resources/Partners</th>
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| Build a robust Quality Counts system | 1. Revise the 2014 Framework Definitions to include a specific Framework Definition of “Inclusion”  
2. Revise the 2014 Framework Definitions to update sections addressing Family Engagement and Dual Language Learners  
- Serve as Advisory Board to Quality Counts, focusing on specializations / badges in Family Engagement, DLL, and/or Inclusion  
  - Develop a draft Inclusion specialization framework | May – December, 2019  
June, 2019 (Complete, June, 2019)  
TBD  
March, 2019 - ongoing  
Initial draft complete 12/2019 | CCPC Quality Committee  
S. Ansari, M. Day | CCPC Strategic Plan definition of Quality  
Quality Counts Framework Descriptions  
QRIS Matrix  
NAEYC/DEC Inclusion Policy Statement  
Building Blocks  
2018 Quality Counts Advisory Committee  
Regional sites (Santa Clara County, San Francisco) using Inclusive Classroom Profile (ICP) |
### CCPC Strategic Goal Area: Quality

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<thead>
<tr>
<th>Action</th>
<th>Timeframe</th>
<th>Responsible Party</th>
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<tbody>
<tr>
<td>Utilize Inclusion specialization framework to develop Dual Language Learner specialization</td>
<td>TBD</td>
<td>CCPC Quality Committee - Inclusion Work Group</td>
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<td>Support targeted focus groups to provide input on Inclusion Framework</td>
<td>February - ongoing</td>
<td>Lisa Shaanan / M. Browning</td>
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<td>Support work on modifying Matrix to insure inclusivity of FCC providers</td>
<td>Fall 2020</td>
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<td>Serve in advisory capacity to support pilot of Inclusion Specialization</td>
<td>Fall, 2020 - Ongoing</td>
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<td>Collaborate with SMCOE Early Learning team to write and implement to early learning inclusion grants with a focus on identify early learning school district programs to pilot Inclusion specialization</td>
<td>May, 2020: (IEEEP tentative award letter received by ELSS)</td>
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<td>Promote Quality Counts / educate public on benefits</td>
<td>TBD</td>
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<td>Expand participation of license exempt programs in Quality Counts, with a focus on district ECSE programs</td>
<td>TBD</td>
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- County districts piloting inclusion in state preschool programs through CDE IELCP and IEEEP grants
- IEEEP early learning partners;
- 4C’s to support identification of Family Care providers as pilot partners
- SELPA AC

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<tr>
<td>Improve alignment and linkages between ECE and</td>
<td>Fall, 2020: Support extension of IEEP efforts</td>
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<td>Promote Quality by supporting partnerships between ECE and Elementary programs around Family Engagement, DLL, and Inclusion</td>
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<td>elementary school districts /resources in pilot sites to TK-3(?)</td>
<td>Collaborate with Access Committee to Increase access to ECE for children with special needs</td>
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<td>1. Better define work that is already being done around inclusion of children with special needs, how Access relates to Quality for children with special needs, and define CCPC's role.</td>
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<td>2. Learn more about the challenges “on the ground” related to inclusion:</td>
<td>Alyson Suzuki</td>
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<td>a. The Big Lift Inspiring Summers Program</td>
<td>● Build Up San Mateo</td>
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<td>b. After School programs</td>
<td>● Help Me Grow</td>
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<td>3. Educate programs on inclusion best practices and to help them overcome challenges.</td>
<td>● Community Gatepath</td>
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<td>● First 5 San Mateo County</td>
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<td>● 4Cs</td>
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<td>● SMCOE</td>
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<td>● Parent groups like PTAs and parent support groups</td>
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<td>● SMCOE Superintendent’s internal workgroup focused on children with special needs</td>
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<td></td>
<td>● The Big Lift</td>
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<td>● District partners on Early Childhood Inclusion grant</td>
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Covid 19 focused goal?

For discussion at June 22nd meeting

Equity / anti-discrimination focused goal?

For discussion at June 22nd meeting