



## Center Director Meeting Notes Sept 18, 2014

### Welcome and Intros

- ❖ Luba had everyone introduce themselves and what center they represented

### EL Targets, Priorities, Goals and Objectives – PPT on website

- ❖ **Contractual Relationships –**  
Luba went over the definition that was agreed upon last year. She asked for any changes to be made going forward. None were offered.
- ❖ **Leading for Equity -**  
Equality = everyone receives the same  
Equity = people receive what they need  
Bellevue SD – families are used to getting the same and feel they are at a disadvantage when they don't receive the same as others.
- ❖ **Collective Responsibility –**  
This year we, as a program, are responsible for 4,604 slots (4300 last year).

### Broke into 7 groups to discuss EL Targets, Priorities, Goals and Objectives:

- ❖ **Opportunity Gap/Racial Equity,**  
Goal: Implement agency-wide anti-bias/anti-racism policies efforts
- ❖ **High Quality Services Supported by High Quality Systems**  
Goal 1. Increase program-wide capacity to meet diverse service area needs through enhanced coordination, alignment and integration of services and supports  
Goal 2. Enhance communication with stakeholders, families, centers and sites staff  
Goal 3. Strengthen program governance, oversight and fiscal management
- ❖ **School Readiness**  
Goal 1. Increase center and staff capacity to track progress meeting school readiness goals for each enrolled child  
Goal 2. Strengthen family support services  
Goal 3. Increase focus on engaging families in health & nutrition school readiness efforts

Notes were taken in each group. Center Directors will be sent by email 2 weeks prior to the next meeting the draft of today's additions and they will be reviewed at the October meeting.

### ELPM and ELWA

- ❖ Talena went through the new website.
- ❖ Integrated online Classes
- ❖ Integrated New Staff Training
- ❖ Integrated To Do Lists
- ❖ Integrated most of the Program Manual (formerly ECEAP PAD and HS Guide/Forms)



# Early Learning Program

## Puget Sound Educational Service District

- ❖ [ELSupport@psestd.org](mailto:ELSupport@psestd.org) - you can email and get answers to your questions through Oct 31.
- ❖ Hubs – collections of Areas (Ex: Program Manual, For Staff, For Families, Professional Learning)

### **EL Must Dos and Deliverables** – Handouts available on website

- ❖ Directors were able to ask one-on-one questions regarding the To-Dos and Deliverables.

### **Updates: Federal Review, State Review, Regional Model & Site Support, Policy Council Elections** – PPT and handouts available on website

- ❖ **Federal Review** – Handout (Action Plan) available on website
  - **Areas of Non Compliance:**
    - Program Governance – our program, PC, ESD Board
    - ESD Board has not been involved at the level that Program Policies and Procedures require
    - An EL Board Committe has been formed to relay issues from EL Program to ESD Board
  - **Management Systems**
    - Monitoring – bus monitors
    - Self-Assessment – how comprehensive is it
    - Program planning – need for a policy on Program Planning per performance standards
  - **ERSEA** –
    - Income eligible children to meet regulations
    - How can we include Special Ed and stay in compliance?
  - What strategies need to be implemented to stay in compliance?
  - **Follow up review Oct 6,7**
    - If the Agency (ESD) is found to have deficiencies the slots that the ESD has may be put up for re-competition to other agencies within the region.
    - We (ESD and sub-contractors) as a whole are responsible for any deficiencies that occur within our programs (ECEAP, Head Start, Early Head Start)
    - Decision from OHS will come after the follow up review
    - If the grant is put up for re-competition it could take a couple of years to implement
  - HS Act of 2007 and update of 2011 will give you the information about regulations
- ❖ **State Review** - PPT
  - Areas of non-compliance: ERSEA, Health, Education and Inventory
  - Review is very specific to the sites where non-compliance occurred
  - The ECEAP grant from DEL could be put up for re-competition to other agencies if deficiencies are not corrected.
- ❖ **Regional Model** - PPT
  - One key person for area of service (Education, Family Support, etc) that is assigned to each Region.



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### ❖ **Communication loops** - PPT

- Directors asked if the EL and Agency org chart be put on the website

### ❖ **Site support** – Handout of schedule available on website

- Leslie Keller is in charge of site support responsibilities this year
- Conference calls will be part of Site Support this year and have been added to the schedule
- FD will also have summer meetings
- Erin Berkey is handling scheduling conflicts
- Agendas will be known before the meetings

### ❖ **PC Elections**

- *PC Rep Procedure, PC Rep Notice and Verification Form* and *PC and Governance Guidance* can be found in the ELPM
- Reps must be elected – election must be documented at the site level
- 2 reps for every program model and site
- Parents need to represent the program that they are in
- No alternates and they all vote
- Reps that change to a different model will be handled on a case by case basis
- Elections in November after 2 trainings in October
- Oct 10 and 18 are info sessions at the ESD only for parents that are interested and have questions
- Staff is welcome at the trainings and info sessions

### ❖ **Self-Assessment**

- We are reassessing the process with BERK and making it an ongoing process.
- Starting a task force to look at how that process will look

### **Summary and Next Steps** – PPT

- ❖ Finalize EL Priorities, Goals and Objectives
- ❖ Present menus of support
- ❖ Analyze DLL survey data
- ❖ Analyze GOLD data 2013-14
- ❖ Discuss PLC structure
- ❖ Present Leadership PD opportunities