



Center Director Meeting Notes

Sept 29, 2016

EL website: www.earlylearningwa.org

Welcome, Introductions – Talena

New Center Staff

- Kristin Kenyon –PCCC
- Julie Kangas – Vashon Island
- Susan Arbury – Enumclaw
- Rachel Recio – MKK
- Lisa Miller -Bellevue College
- Katrina Piper – Young Minds Academy
- Melissa Spencer – FWPS

Framing of 5 year goals – Julie Rolling (PPT)

PSESD Early Learning Five-Year Goals

- Planning System
- Enrolling Children and Families of Color
- School Readiness
- Setting the Stage & focus for 2016-17
- Strategic Action Opportunities – over 600 stakeholders gave input
- Striving to be more collaborative and transparent
- Plan-Do-Study-Act
- “Leadership is a series of behaviors rather than a role for heroes”. Margaret Wheatley
- Pick a word to use going forward for the year
- New grant – opportunity to establish five-year goals for our EL program as a whole
- Goals help us answer the question – What do we want to accomplish in the next five years?
- Not static, living & breathing process and can be changed if needed as the process goes forward.
- Input from our stakeholders framed the goals
- Not driven by compliance but by the needs of the children and families
- What is the why behind the compliance we have from our funders
- Be open to learning, be open to opportunities

Table discussion – digestion of 5 year goals

Round Robin of 5 Year Goals

Facilitators moved from room to room to answer questions regarding each of the 3 five-year goals.

- Planning system
- Increasing Enrollment of Children and Families of Color
- School Readiness



What's New – Talena - PPT

10 minute talk/5 minutes for writing down questions (ESD staff person at each table to record)
Questions and answers will be posted on Center Director webpage and emailed out to CDs

Head Start specifics

- New Models
- With new HS/EHS grant

New Funding Model

- Activities that we would fund
- Salary Schedules will be looked at for centers
- We will be doing this with all of our grants
- Everyone will have a funding profile

New Performance Standards – hand outs

- Based on the voice of the community
- Focus of accessibility
- Streamlining efficiency
- New knowledge and research
- Strong vision to create a vision for the future

Submitting Health Documents via ChildPlus

- Lost documents have been a common problem
- Upload them directly into ChildPlus rather than using the Health Line
- 8 documents only (6 are required)
 - Health & Developmental history
 - Pregnancy health history
 - Well-child exam
 - Certificate of Immunization status
 - Emergency consent form
 - Dental Exam

Optional documents are:

 - Non-potentially life-threatening child health plan
 - HIPAA form
- Screencasts available on [ELWA](#). At very bottom of page under Document Upload Resources, you will watch Chapters 1-6 on how to do this process.
- Reminder in Oct Connector
- If staff need additional support, contact Pamela praya-carlton@psed.org



Early Learning Program

Puget Sound Educational Service District

ECEAP specifics

DEL priorities

- Slot rate increase 8.08
- Expansion – summer programming
- No conversion – we are going to ask them at ECEAP director meeting next week

- New aligned standards- feedback to DEL
- New Professional Learning dollars - priority for staff on PD Plan
- Portable based background checks due by tomorrow - \$65 reimbursement – required by DEL. Contact Kristyl Riddle with questions kriddle@psesd.org

ELMS documentation – sub-contractor decision

- Moving slowly to online documentation
- This year can either be paper or online
- If staff need additional support contact Pamela Raya-Carlton praya-carlton@psesd.org

Health/Nutrition

Nutrition page

- ELPM – For Staff – H/N Safety – Nutrition Education Resources
- Recipes
- 5-2-1-0
- Classroom & FS material for nutrition

Physical Activity/Connector

- Mighty Minutes were talked about at Annual Health training
- Physical Activity Policy is on ELPM

Sunscreen

- Expectation is that all sites will use sunscreen
- Part of Physical Activity Policy
- Parents/guardians needs to approve use of sunscreen
- Use between May & October

Site Readiness Checklist

- First deliverable in deliverable based contracts – we received 100% compliance

Family Support

- Parent Interest Survey combined with I Want More Information Form
- Family engagement Survey – formerly parent participation survey
- Race Ethnicity Form – is on ELPM, full implementation in Spring



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- ERSEA Committee – formed as part of governing body to look at policy and procedures around ERSEA, make recommendations for changes
- Family Support Trainings – Oct 6 at ESD, Oct 13 at Hotel Murano – reminders going out
- Recruiting PC reps
- EWIS around chronic absence – yearlong roll out of materials

Education

Screening Steps and Guidance

- Curriculum
- Individualizing
- Collaboration with families

- Documentation in the Family File – in ELMS directly – new course in online courses
- Adopting Creative Curriculum for Center Based programs and using GOLDPlus
- Increased emphasis on Parent Education for families with Children referred for evaluation r on an IFSP/IEP

Admin

Policy Council

- Term of service is from Nov-Oct, last meeting is in November helping new reps take over for the year
- Info sessions in October, 60-90 minutes
- 2 training sessions end of October – 4 hours – last 2 Mondays in October
- Nov 15 first new meeting for the year
- Notice & verification form once the PC Rep has been elected

Deliverable-based contracts stakeholder group

- Information will be in Connector about continuation of this group

Interpreter timesheet system

- Had fraud committed by a long time interpreter for 11 years
- Action Plan has to be created to send in to auditors

Center Hub

- Working on feature where you can interact through this hub

Monitoring tab in ELPM – coming soon

- Posted next week when Nubia returns

Support & Staffing Model

- On ELWA, please check the updated Regional Service Delivery Teams document posted on main page of website (www.earlylearningwa.org) to see who your support team is



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- 3 million less dollars with new HS/EHS grant, looking at staffing at ESD for HS & ECEAP, getting technical assistance from Region X to help us look at our staffing level, if we are doing more than we need, we need to look at if that makes a difference is helping children and families
- If you are hearing something and have questions, please contact Kay klancaster@psesd.org or Talena tdixon@psesd.org

Professional Learning

- Course completion reporting feature coming soon
- Online courses for new and returning staff are required
- Now in Training and Meeting calendar
- CD onboard process
- Looking at Cd meeting feedback to improve

Next Meeting:

Thursday, October 27, 2015

9am to 2pm

Cedar/Duwamish/Nisqually rooms