

NH Early Childhood Advisory Council
Friday, May 21, 2010
2pm – 4pm
Two Delta Drive
Meeting Summary

In Attendance:

Dee Dunn	ECCS
Ruth Littlefield	NHDOE/ICC
Christina Durkee	NH DOE
Lisa Strout	NHCCAC Secretary, NHAEYC
Jackie Cowell	ELNH
Michelle Lewis	ICC/Parent Information Center
Elissa Margolin	Margolin Consulting
Heather Brown	NH Parent Advisory Council (PAC) Chairman
Patricia Ewen	NHDOE
Jackie Cowell	Early Learning NH

Welcome and Agenda Review

Elissa welcomed meeting participants and reviewed the progress made at the last meeting including: 1) the review of the principles, vision and mission; 2) the whip share for feedback on the P-16 document; and the 3) discussion regarding timely response mechanisms for the NH ECAC. She went on to review the agenda for the May meeting including: 1) the prioritization of tasks for the ECAC Steering Committee; 2) the adoption of a timely response mechanism; 3) a second review of the vision, mission and principles; and the 4) creation of a communications task force.

April 2010 Meeting Summary

The summary of the April 2010 NH ECAC meeting was adopted.

Council Task List & Prioritization

Jackie Cowell proposed that the Steering Committee move towards the creation of task list in order to inform the development of a Strategic Report that is required in order to pursue ARRA funding to support the NH ECAC.

In order to meet the August 1st ARRA grant submission deadline, the Strategic Report must be addressed immediately. There is a high match requirement for the grant and \$1.1 million in “soft” resources have been identified through the Endowment for Health, the HNH Foundation and the Foundation for Seacoast Health.

In addition to developing the Strategic Report, public hearings are required. Patty Ewen from the NH Department of Education shared that they are prepared to hold a public hearing on July 13th, 4pm – 7pm, with public notice by June 13th.

A review of the ECAC statute was provided to inform the creation of the task list. The Strategic Report should acknowledge all of the priorities outlined in the statute, even if to note that some areas may be less of a priority in NH. The statute includes the following 7 priorities:

1. Periodic statewide needs assessments
2. Identify opportunities for, and barriers to collaboration
3. Develop recommendations for increasing the overall participation

4. Recommendations regarding the establishment of a unified data collection
5. Recommendations regarding statewide professional development
6. Assess the capacity of effective higher education (2 and 4 year institutions) to support the development of early childhood educators
7. Make recommendations for improvement in state early learning standards

Dee shared that the new Health Reform Act is requiring a needs assessment for home visiting to be completed by early to mid-September. This could intersect with the ECAC's work around needs assessments.

The group provided the following feedback on the priority list to inform the team working on the Strategic Report:

1. Needs Assessment
 - a. focus on identifying gaps and how to use info we have
 - b. should be first, everything else flow from
 - c. the work is to collate all of the information that has already been collected
2. Early Learning Standards
 - a. Have kindergarten piece
 - b. Plan already in place for that
 - c. Already have an existing format
3. Higher Education
 - a. Ongoing work with CDB
 - b. Use data from Jessica and Ellen
 - c. Standards for ECE and licensure on DOE website updated and current
4. Unified Data Collection
 - a. Ideas being considered:
 - i. Assess what is out there
 - ii. Develop recommendations and advise what is being created
 - iii. Leave it out
 - b. Current status
 - i. There is a pending process that NH is currently investigating
 - ii. SASIDs exist in DOE
 - iii. Working with HeadStart re: SASIDS
 - iv. DHHS lacks technological capacity
 - v. Most data collection funded by federal government as response to requirements with specified (and limited) level of local control
 - c. Concerns
 - i. Need to incorporate parents in discussion about unified data systems
 - ii. Caution putting it in without funding to support
 - iii. Leadership concerns about unified data collection
 - iv. Premature to develop recommendations as part of this Council
 - v. If included in the Report, we should note that we are only in the examination stage
5. Barriers to and opportunities for collaboration
6. Professional Development
 - a. Required needs assessment first
7. Early Learning Standards

ACTION: The Funding Task Force will draft the Strategic Report and incorporate it into its grant proposal. All NH ECAC members are invited to attend the next Funding Task Force meeting on Tuesday, May 25th, from 2:00 pm to 3:30 pm at Delta Dental (complete).

ACTION: The Funding Task Force will also work on convening the Public Hearing for July 13th 4pm-7pm.

Revised Process for Timely Response

After feedback from the April ECAC Meeting, the Planning Committee revised its proposal a timely response process. The ECAC accepted a slightly revised version, editing out the naming of the coordinating body:

The Planning Committee proposes the following process be followed so that we may fulfill these functions in various ways, including:

1. The Response can wait until after the next-scheduled monthly meeting:

Any time a response can be given after the next-scheduled NH ECAC monthly Steering Committee meeting, the matter will be added to the agenda for discussion. It will be determined at that meeting whether:

- A) it is the purview of the NH ECAC to respond or it is better to consign the query to another existing entity;
- B) the formation of an ad-hoc taskforce or subcommittee is needed to respond and, if so, Steering Committee members and other experts will be identified to serve; or
- C) the Planning Committee will respond on behalf of the NH ECAC.

The Steering Committee may move at the meeting for the agreed-upon response (for example, the Planning Committee or an ad-hoc taskforce is given the task of writing a letter on behalf of the NH ECAC to the Governor and/or legislators supporting a proposed piece of legislation). Whenever there is time, a draft will be sent to NH ECAC Steering Committee members for feedback prior to submission.

In some cases, Steering Committee members may be asked to solicit feedback and/or endorsement from the groups they represent. In those cases, Steering Committee members would not be required to obtain their group's endorsement, and the endorsement process would follow the guidelines established by the groups they represent.

2. The Response is needed prior to the next-scheduled monthly meeting:

Any time a response is needed prior to the next-scheduled NH ECAC monthly Steering Committee meeting, the matter will be forwarded to Early Learning NH, the coordinating body of the NH ECAC. The executive director of Early Learning NH will contact the members of the Planning Committee to determine whether:

- A) it is the purview of the NH ECAC to respond or it is better to consign the query to another existing entity;
- B) the formation of an ad-hoc taskforce or subcommittee is needed to respond and, if so, Steering Committee members and other experts will be identified to serve; or
- C) the Planning Committee will respond on behalf of the NH ECAC.

Report: P-16 Workgroup

The recommendations from the P-16 Report Task Force will be presented at the next P-16 meeting on June 1st. **ACTION: A final copy will be forwarded to the ECAC from Jackie.**

Guiding Principles, Mission & Vision

After feedback from the last ECAC meeting, the Task Force assigned to this created a new draft for consideration.

Suggested edits include:

Vision Statement: 1st sentence change to: "learning, thriving and experience success at home, in school, in the workplace, and in their communities."

Mission Statement: Changes add period at end of mission statement. "provide comprehensive, coordinated, sustainable services"

Guiding Principles:

- "through Grade 3 experience success at home, in school, in their communities, and in all future pursuits."
- Remove sentence listing the components with the understanding that it will be included elsewhere possibly the bylaws

ACTION: Jackie Cowell will send out Guiding Principles, Mission & Vision for comment. Additional edits and “wordsmithing” will be done via email communications.

The creation of a communications task force was tabled until the next meeting.

NEXT NH ECAC Meeting: Friday, June 18, 2pm – 4pm, Two Delta Drive, Concord