



Spark NH Vision: All New Hampshire children and their families are healthy, learning, and thriving now and in the future.

Spark NH Mission: Provide leadership that promotes a comprehensive, coordinated, sustainable early childhood system that achieves positive outcomes for young children and families, investing in a solid future for the Granite State.

Meeting Notes

May 22, 2015, 9:30 – 11:00
2 Delta Drive, Concord, NH – 2nd Floor

Action Steps are in red.

Committee Charge: Develop recommendations and implementation plans to enhance NH's capacity for the recruitment, retention, advancement and support of qualified professionals across early childhood programs via education/training and credentialing. **Meeting Chair:** Pat Cantor

Participants: Richie Coladarci, Heather Dombroski, Maria Doyle, Stephanie Emmons, Susan Foley, Joan Izen, Ruth Littlefield, Claudette Mallory, Tessa McDonnell, Tracy Pond, Shannon Quinn, Lisa Ranfos, and Mary Ellen Schule.

Meeting Summary Recorder: Stephanie Emmons

Approve minutes for April 24, 2015: Minutes approved as they stand.

Orientation for New Members was held from 9:00-9:30. We welcomed new member Richie Coladarci.

SEE Change Task Force Report (J. Izen)

There is a meeting scheduled on June 3rd that will bring together the state leadership team, master cadre working with implementation sites, and representatives of sites to review Year 1. The meeting will focus on the impact on children and families, challenges, and steps moving forward for Year 2.

Shared Professional Early Childhood Core Competencies (SPECCEC)

- Any updates on contacts with individuals and organizations
 - Child Care Project – need to assign another committee member (other than Heather) to reach out
 - Home Visiting –Tessa will reach out to
 - Maria drafted an email she is using to reach out to individuals and organizations; her email will be shared with committee members.
 - Feedback offered to add a reference page citing the sources used to create the competencies (**Pat will be responsible for this task**). Committee members will move forward to reach out to professional contacts, and will provide reference page once it is available.
 - Mark Vallone offered to send SPECCEC letter and draft of the competencies to the elementary school representatives on the Executive Board of the NH Association of School Principals.

Progress on Glossary draft (C. Garhart & S. Emmons)

- The glossary was reduced to 41 terms and definitions, listed alphabetically, and the formatting was also adjusted to reflect 2 columns.
- Stephanie will email the glossary to Pat, who will send it to committee members so they may review the changes more closely.

Early Childhood Technical Assistance Advisory Group Update (S. Foley)

- Sue shared the draft of the strategic plan created by the TA Advisory Group for building an early childhood cross sector technical assistance system. EC (early childhood) ASSIST consists of early learning, family support, and health.
- Sue reviewed the mission and vision, as well as objectives, architecture, and recommendations for management of EC Assist. There was a survey disseminated to providers already offering technical assistance, as well as those who receive technical assistance, and results were shared with the committee.
- Sue is asking for feedback and endorsement of the TA strategic plan from this committee.
- Sue will send the EC ASSIST Strategic Plan to Pat, who will send to committee members for their review.

Cross Sector Early Childhood PD System Strategic Planning (next steps)

- Tessa McDonnell has been named the facilitator for strategic planning discussions related to the Early Childhood PD System.
- The June 26 meeting will be used for evaluation and the following meeting in August for decision making. (There will be no July meeting.)

Leadership for Workforce and Professional Development Committee

- Tessa will assume the role of chair in September. As facilitator, she will chair the June meeting, which Pat cannot attend.
- Lisa Ransom agreed to take notes at the June meeting.
- Pat asked committee members to consider co-chairing the committee with Tessa. Those interested should contact Pat and Tessa.
- Maria Doyle will attend the June 4 Spark Meeting for chairs, 2:30-4:30, as representative for this Committee. She will report back to the Committee at the June meeting.

Action Steps

1. Maria will send Pat the email she drafted to send out to professional contacts and Pat will forward to committee members.
2. The list of competencies used to create the SPECCC will be sent to committee members.
3. Everyone will continue to follow up with professional contacts.
4. Stephanie will email the glossary to Pat (along with meeting meetings) to send out to committee members so they may review the changes more closely.
5. Sue will email Pat a draft of the strategic plan of EC ASSIST, to send out to members.
6. Pat will post the Blue Print final report on the portal.
7. Tessa will provide the committee with the survey form for feedback on SPECCC.

Next meeting:

June 26, 2015, 9:00 – 11:00
2 Delta Drive, Concord, NH – 2nd Floor