

Quality Committee Meeting Minutes  
June 9, 2009 12:30 pm – 2:00 pm

**Present:** Dr. Kathryn Stuckey, Chair (v); Jennifer Radebach (v); Annette Larkin (nv); Kim Coleman (nv); Kristen Terrell (nv)

**Absent:** Susan Miller (v); Linda Guritz (v); Janet Hamstra (nv); Debbie Moore (nv)

**ELC Staff:** Susan Crowley (ELC); Pam Parmenter (ELC)

**Also Attending:** Renee Cottrell (Radebach School); Stacie Eliseo (Happy Cubs); Laura Winfrey (Riley Early Educare @MTI)

### **Packet Contents**

Agenda

Draft Minutes from May meeting

6-year monitoring plan for School Readiness/Early Learning Programs

ERS Items Currently Not Used

Draft Florida Core Competencies for Early Care and Education Practitioners

QRIS System Power Point

### **Welcome and Introductions**

Dr. Kathryn Stuckey welcomed the committee members.

### **Action Items:**

#### **Minutes**

Minutes were presented to the committee for approval. Jennifer Radebach moved and Dr. Stuckey seconded the minutes be approved as presented. Minutes were approved unanimously.

### **Multi-Year Assessment Plan**

Pam presented a draft 6-year plan for assessing the quality of school readiness programs. Much discussion ensued. Though all at the table felt that all items in the ERS need to be present for a quality program, some differences were present in implementation of the assessments. Jennifer objected to omitting policy-staff-administration items from the assessments as recommended by the authors. Jennifer was curious also to see just how much the addition of those items would skew the scores. Pam asked that we wait to add these in for four reasons. First was to not overwhelm the providers and achieve a “true” baseline for the environment the child actually experiences. Second was that with the five staff at the former central agency, the programs were monitored at least once a year, some were done twice a year, and there were a maximum of 49 contracted providers. The ELC has 5 staff (4 plus Pam) to assess 185+ providers. We don’t have a handle yet on what the time usage will be. Third, Pam referred all to the Draft of Florida Core Competencies, and that with all the work at the state level, we might wait and implement them. Fourth, all of the QRIS participants currently assess using only the environment items. Kim Coleman and Kristen Terrell asked if we could assess all items, but score the environment items and policy-staff-administration items separately with separate scores. When asked about possibilities of “3” scores, Susan offered that many providers will have a difficult time. She also reiterated the authors’ statement that adding in the omitted items falsely raises the actual environment scores that directly affect the child. Annette said she was on the fence, that the items needed to be added but maybe not right now. Kathy said the directors really need to be involved in this. Laura felt some places were doing the omitted items anyway, but that for others it might inflate the environment scores. Kim and Kristen also suggested mandating that assessment scores and quality

improvement/corrective action plans be posted visibly for parents. Pam replied that we can take that as a suggestion for next year's agreement.

The group agreed:

- Change the plan time frame from 6 years to 5 years.
- Assess for both author-recommended omission items and environment items. Score and report them separately. Combine the scores for Quality Committee review only.
- Add Staff Qualifications/Professional Development in 2010-2011.
- Add Curriculum in 2011-2012.
- Add Program Operations (Family Involvement and Administration) in 2012-2013.
- Add Ratios/Group Size in 2013-2014.

**Jennifer Radebach moved to accept the plan with outlined changes. Dr. Stuckey seconded. Motion passed unanimously.**

### **Informational Items**

- AWI Update
  - Rule development is completed and rule is being filed with F.A.W. From the filing date, it takes 10 days to 3 weeks to be eligible for public hearing. A person on the statewide conference call suggested using the One Goal conference as a venue for the public hearing. However, that places the hearing at the end of July with very little time to finish the promulgation process. The rule is on AWI's website. Watch for the hearing. Pam also reminded that attendance is not necessary to offer comments for a public hearing. They can be emailed and faxed as well.
- State College of Florida Update
  - The 4-year Early Childhood course was adopted for implementation by the Board. Now, the course goes to the Department of Education and the State Board of Education. Dr. Stuckey said if all goes well, Fall 2010 looks like the implementation date.
  - Dr. Stuckey asked for patience contacting anyone at SCF. Their email will change to @scf.edu, but we don't know yet how the names will appear. They are also changing the telephone portals, so please have patience.
- VPK Conference Calls, Provider Advisory Group, Provider Meetings
  - First conference call went well with several providers calling afterward to say how much they appreciated not having to leave their centers.
  - Provider Advisory Group and Provider Meetings are developing well. The PAG has decided to take on the task of advocating with the county for payment for holidays and tiered Gold Seal payments. Jennifer added that we need a special needs rate as well.
- Update on Agreement process and orientations
  - There were about 20 providers who did not attend an orientation to sign the new agreement.
  - Provider Orientations are scheduled the second Monday of each month. This way we can assemble the licensing reports, perform a Health and Safety Checklist if needed, and have the provider approved prior to the first of the following month.

**The next regular meeting of the Quality Committee is July 7 at 12:30 pm.**

Submitted by Pam Parmenter

Minutes Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Dr. Kathryn Stuckey, Chair