



**EEC Board Committee  
Planning and Evaluation**

Thursday, September 16, 2010  
10:30am-12:00am

Department of Early Education and Care  
51 Sleeper St. 4<sup>th</sup> Floor  
Boston, MA 02210

AGENDA

---

**Members of the Committee Present**

Sherri Killins, EEC Commissioner (Ex-Officio)  
Carol Craig O'Brien, Committee Chairperson  
Eleonora Villegas-Reimers, Board Member

**EEC Staff Present**

Jennifer Louis

**Guest Presenters**

EDC

The meeting was called to order at: 10:00 a.m.

**Welcome and Introductions**

Committee members were welcomed.

**Routine Business:**

**Minutes**

Members had an opportunity to review the minutes. No changes were necessary for the July 8, 2010 minutes.

Carol disclosed that she works for the Westwood Public Schools as an early childhood Coordinator and is a recipient of a CFCE grant.

**UPDATES**

No Commissioner Updates

**QRIS Evaluation-EDC**

Discussion:

EDC presented their QRIS evaluation. EDC discussed the QRIS Pilot evaluation findings and provided the Committee with recommendations for revising the QRIS Standards and Documentation. Recommendations included:

- Streamline the number of standards within each level
- Include a dictionary of terms used in QRIS
- Clarify the requirements for each standard by listing the types of criteria that are expected to meet that standard
- Provide additional guidance about the number and types of documentation required and/or acceptable to EEC
- Provide additional guidance regarding the QRIS Standards exemption rule for providers
- Align the QRIS with NAEYC Accreditation standards, NAFCC, NOA, Head Start Program Standards, etc. as well as the various Environmental Rating Scales, including providing guidance around acceptable scores.

Committee Chair Craig O'Brien talked about Stephanie Jones' to be published book that included a chapter on measuring quality in early education and care programs and on QRIS systems and crosswalks. Diana from EDC explained that across the country there is a lot going on however it is happening quickly and is not yet published.

EDC is conducting literature reviews and will gather documentation on the evidence base related to each standard. A scale has been developed to define the strength of the evidence associated with each standard (e.g., strong, moderate, or minimal).

Commissioner Killins that the standards should be evidence-based however others such as indoor environment which EDC found to not have any peer-reviewed journal articles supporting this standard would be captured in the Environmental Rating Scales. In addition, some standards are currently in licensing requirements and may no longer need to be a separate standard.

EDC will be conducting Regional Forums across the state for the public to comment on the QRIS. Commissioner Killins reiterated that the question for the public is if they agree with the criteria used to determine if a standard should be kept in. EDC asked for the Committee's help in encouraging people to attend the forums in order to get feedback.

The Committee decided to schedule a meeting on October 26 from 2-4 pm to have EDC return and spend time discussing the QRIS evaluation.

## **Higher Education Report**

Discussion:

Over the past few years the priority has been to put transfer agreements between institutions of higher education in place and to assist in providing access to higher

education. What has been lacking is the mapping of the similarities and differences between each of the early childhood programs offered at institutions of higher education.

The Committee discussed what the next step is in this mapping. Core courses will need to be defined and an analysis needs to be conducted and recommendations given of what core courses that currently exist could be compiled into a system or "passport" that in order to receive an EEC credential all educators would take no matter what institution of higher education they attend. Some courses might not be a core courses for the college however the course would be a core course to meet EEC credential requirements.

Committee Member Villegas-Reimers noted that was interesting that there are more 2 year and master degree programs for early childhood education than there were bachelor's degree programs.

The Committee discussed how ESE's process for approving Early Childhood programs works. The Committee questioned whether non-licensure and licensure early childhood programs are treated them same in the approval system.

**Next Steps:-**

- Research how the ESE approval process works and how it deals with licensure and non-licensure programs.

**Legislative Agenda**

Discussion:

The Committee was asked to look at the structure of the annual report and provide suggestions on how to present this year's report to the Legislature. The Committee felt the report was very dense and needs highlights or an Executive Summary. The Committee discussed whether the report is too granular for the Legislature in order to get big picture information out. The current report structure is worth doing if it fulfill several goals (works for the Dept., the Board and fulfills the legislative requirement), but a separate document with just highlights should be prepared for the Legislature as a summary and the whole report for more detailed information. The Committee also suggested that a detailed index could also be used. The index could be by town, by initiative, by dollars or by budget line item.

Commissioner Killins mentioned that she would like to promulgate new legislation that any child in licensed or publicly funded child care through enrollment should have child level data submitted to EEC. Currently subsidized children are beginning to get SASID numbers. Currently, neither EEC nor the Federal Gov't knows who the head start children are that are being served. Some of these children we serve in wraparound care. It would be important for EEC to have information on these children in order to ensure those children are getting the services they need. There is an understanding that this legislation would probably take 2 years to pass.

**Next Steps:-**

- Respond to Nicole's draft when it's ready. If something is missing out of current report to let her know soon.

## **Early Childhood Information System**

Discussion:

The Early Childhood Information System (ECIS) is a critical component for the Early Childhood Challenge Grant. The ECIS is envisioned to start at Home Visiting through early education and care experiences. It is important to know who the children are but not necessarily the programmatic or outcome results in the immediate time period. Over time it would be useful to link the Workforce registry to the ECIS and link the child's experience to an educator or home visitor in the early childhood experience.

Commissioner Killins noted that PCG is currently working on RFP for the system design. It will be at least Spring before the RFP could be put out. In addition PCG is organizing an Institute on November 18<sup>th</sup> and 19<sup>th</sup> at Harvard.

Commissioner Killins also discussed the issues of HIPPA and FERPA. Some states use a blanket parental consent form to gather the data. Commissioner Killins would rather pick 4 or 5 indicators and ask parents for consent to collect these. The consent needs to be clear on the uses and purposes for the data.

### **Next Steps:-**

- Stay up on this. 18<sup>th</sup> and 19<sup>th</sup> November for Institute at Harvard. Committee members should try to attend November 18<sup>th</sup> from 4-6pm for small group sessions with Paul Reville to talk about interagency partnership.

## **CCR&R Evaluation**

Discussion:

The Committee discussed the CCR&R performance data where the number of vouchers written has dropped month to month. EEC will now start tracking data to hold them more accountable.

Commissioner Killins noted that an evaluation is needed to look the work process at the CCR&Rs. An outside evaluated will be needed to do this to keep the evaluation impartial and the scope of services is out. Bids are due back September 20, 2010.

### **Next Steps:-**

## **Board Priority assigned to Committee to build upon the system of Early Education and Care-**

Discussion:

The Committee is designed to continue to develop a delivery system that is familiar to families and serves the most vulnerable children. EEC is charged with creating a seamless

system starting with home visiting through early childhood. The Committee is charged with figuring out what that looks like.

Committee Chair Craig O'Brien stated that some of the most vulnerable children aren't on our radar or our waitlist. Some families meet the poverty level however are not able to work and may not even get into our system. EEC can't screen families that EEC or their partners aren't talking to or aren't able to find.

ESE's Kindergarten Grants have information about early childhood experience of children entering Kindergarten. The Committee requested EEC obtain this data from ESE if possible.

Committee Chair Craig O'Brien noted we should look at this not just from a deficit perspective but from a strength perspective. EEC should be describing how the system has worked in the constraints of eligibility and resources. Are we reaching the right families and whose out there we don't know about?

Commissioner Killins noted that the CFCE's have done a self-assessment using the Strengthening Families tool which will determine their capacity for providing support to families. Commissioner Killins posed the question as to if we wanted the CFCE to do more or have a certain focus in FY12. Commissioner Killins noted that the CFCE's were asked to have a literacy focus but are they doing literacy in a way that helps children to thrive?

#### **Next Steps:-**

Look up definition and bring definitions of educationally at risk.

ESE kindergarten grants- data on early childhood experience of children in district.

System- linking systems so it's seamless for families.

Think about what we want as an outcome by February- to pass on to CFCE for the FY12 RFR.

### **SAC- Early Childhood and Out of School Time State Wide Assessment Communication Strategy**

#### **Discussion:**

The SAC needs to complete a statewide needs assessment. Commissioner Killins asked the Committee how they would conceptualize a needs assessment on the whole child in conjunction with the other needs assessments (home visiting, head start, head start state collaboration, etc.) that are currently being conducted. The department is receiving \$60,000 from the grant to conduct this assessment.

The Committee came up with the top 4 indicators that we currently don't have enough information for or haven't been able to gather yet.

1. Access
2. Dual Language Learners- who are they and what interventions work best
3. Why ECE providers are in the field? Are they shifting from providing child care to providing early education and care?
4. Comprehensive information- we serve the child for early education and care services but we don't know information about their food security or insecurity, dental or vision care. We need to find a link to these providers.

Due to time and feasibility, the Committee decided that it was only possible to look at 1 indicator this year it would be parent satisfaction.

The Committee agreed we need to think about the needs assessment in planning for ECIS, though the needs assessment is going to be more system level than child level.

The Committee discussed and agreed that there should be a system of surveys that could be used every 3 years to get an idea of how we as agency are doing. The system of surveys should at least include a parent satisfaction survey and an educator satisfaction survey and possibly a door to door survey in level 4 school district communities.

The Committee felt it was important to create a system for the most vulnerable children and to be sure we are serving those vulnerable children.

Commissioner Killins suggested that EEC look at contracting out for the design and a separate contract for designing the surveys.

**Next meeting October 26, Boston Office 2-4pm**

**Agenda items:**

- **EDC- decision points.**
- **Board Priority assigned to Committee to build upon the system of Early Education and Care**

**The committee convened at 12:04pm**