Welcome to the SDA 5 RAC Meeting!

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Purpose

SPARK needs you, your time, and your voice.

The purpose of the Regional Advisory Council is to strategically aid and advise SPARK Learning Lab about our services, so we can better support those who support Hoosier children and families.

We know your time is precious and thank you for joining us tonight.

These Hoosiers are worth it...

Meeting Overview

- Review Old Business

- New Business
  - SPARK Annual Report
  - Networking and Learning
  - New Discussion Board Feature (Groups)
  - PTQ Cohorts
  - COVID-19
  - Stories of Success During COVID-19

- Additional Public Comment

- Agreements and Action Items

- Agenda Items for Next Meeting

Public comment will be heard after each agenda item

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RAC Member Introductions

- Name
- Organization name and role

Review Old Business

- At the beginning of each meeting, the Council reviews action items and recommendations from the previous meeting and discusses progress made

- View meeting minutes for each SDA on the SPARK website http://indianaspark.com/regional-advisory-councils/

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Old Business – Groups Recommendations

RAC members provided several suggestions for how to organize and structure the Groups feature of My SPARK Learning Lab.

SPARK is synthesizing the feedback received in the testing of our Groups feature. Using this feedback, we will determine our best use of the feature and launch in April 2021. Thank you to all who participated and we look forward to seeing you in Groups!

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Old Business – I-LEAD Recommendation

RAC members asked if it would be possible for PD certificates earned outside of I-LEAD to be uploaded into I-LEAD.

This option is available in Indiana Learning Paths, just follow these steps:
1) Log-in to I-LEAD and click the "Start Your Indiana Learning Path" button.
2) Using the navigation bar on the left side of the screen, click "My Certificates".
3) Under the blue heading "My Certificates" there are two tabs. Click the "Transcript" tab.
4) Click on the "+" symbol and the text "ADD EXTERNAL REPORT DATA".
5) On the next page enter all the information for the learning opportunity that is being uploaded. In the middle of the page, click the green button "CHOOSE FILE", locate the certificate file on your computer and upload. The learning opportunity and certificate will now appear on the Transcript screen.

PLEASE NOTE - Professional Development added using this process is NOT visible to OECOSL's Licensing Consultants or the Paths to QUALITY Raters. A program leader can, however, use the Transcript feature as an electronic record to demonstrate compliance and sufficiency with licensing and Paths to QUALITY.

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Old Business – I-LEAD Recommendation

SPARK could provide a service where a program calls the Help Desk, gives information over the phone, and a Help Desk rep creates an I-LEAD account for a staff member, in order to cut down on programs having to deal with access issues in I-LEAD.

SPARK is interested in supporting the administrative and "back office" needs of programs, so leaders can spend more time being the pedagogical and business leaders of their programs. We have added this recommendation to a short list of possibilities that we will explore over the next 3 to 6 months.

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Old Business – I-LEAD Recommendation

SPARK can communicate changes in I-LEAD to partners and programs. One issue is fingerprinting procedures, and one potential solution is that SPARK could send out an email to say it's time to do consent forms and these are the steps for how you do it.

SPARK is interested in supporting the administrative and "back office" needs of programs, so leaders can spend more time being the pedagogical and business leaders of their programs. We have added this recommendation to a short list of possibilities that we will explore over the next 3 to 6 months.

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Old Business – Professional Development Recommendations

RAC members suggested that SPARK develop professional development resources regarding professionalism and recommended several topics to cover.

This has been submitted to our Content Development Team for consideration as a Principles of Professionalism Collection that would include the learning objectives recommended as well as resources to support practice.

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Old Business – Unmet Needs Recommendations

RAC members shared information about several unmet needs programs are currently facing (staffing issues, low pay, etc.)

SPARK will use this data to continue developing relevant learning opportunities and resources for programs throughout our state.

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Old Business

Questions?

New Business

SPARK Annual Report

- Goal: Exceed expectations in supporting Indiana's identified early childhood education and care programs become safer and higher quality.

- Objective 1: Maintain PTQ Enrollment (% of eligible)

- Objective 2: Increase # of programs advancing in PTQ by 5%

- Objective 3: Support 90% of non-compliant programs with Quality Improvement Plan

- Objective 4a: Refer 90% of those interested in increasing their education to IN AEYC

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SPARK Annual Report

- Objective 4a: Refer 90% of those interested in increasing their education to IN AEYC

- Objective 4b: Deploy 12 resources or events that support degrees, credentials, and certificates

- Objective 5a: Support programs with prior safe sleep violations, ensuring that 80% do not have a recurrence

- Objective 5b: Deploy 6 resources or events that support best practices in Safe Sleep (example 1, 2, 3 English & Spanish)

Networking and Learning

- What does networking and learning look like in this "in-between" stage of COVID?

- What are your program's and your personal needs for networking and learning?

- Are we ready to come together? What conditions would need to be present for you to feel safe?

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User Testing Insights

User Testing Insights & Satisfaction

100%	60%	78%	67
Groups is easy and user-friendly	Likeliness to use over similar tool	Overall Satisfaction	Net Promoter Score
100%	**60%**	**100%**	**80**
100%	n/a	66%	57

RACs Team

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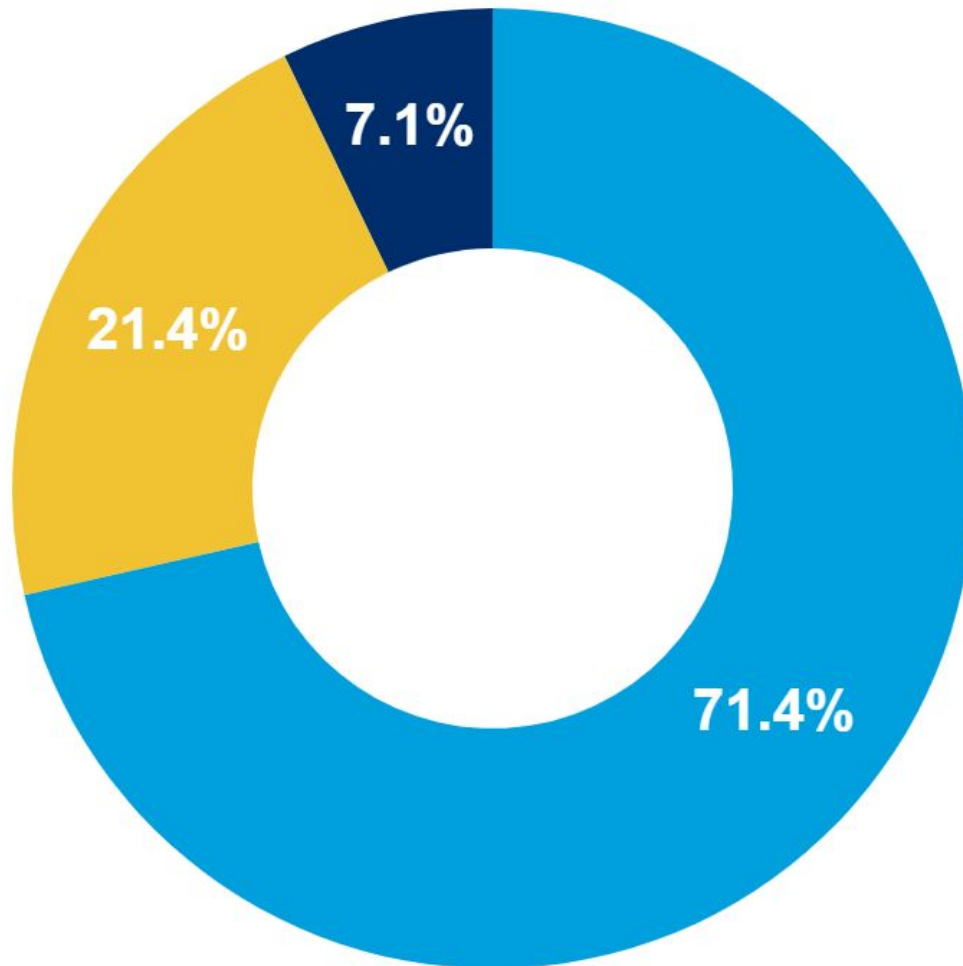
How should SPARK set up Groups access at initial rollout to users?

- Some Groups are open to all, and some are Invite or specific criteria must be met to participate
- All Groups are open to all users and they can join anytime
- No Groups are open to the public, but based on specific criteria must be met to participate

7.1%

21.4%

71.4%

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How would the Groups feature be best used by SPARK?

- Peer mentoring

- Directors only

- Peer to peer engagement on defined topics

- Continued collaboration after Professional Development

- General updates from SPARK

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Timeline

- April 1-15 2021 - Determine best use of Groups

- April 16-30 - Design groups and load into My SPARK Learning Lab

- May 1-15 - Make visible to participants and invite participation

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PTQ Cohorts

- 83 programs completed the PTQ Cohorts in March 2021.

- 128 demonstrated interest in the a PTQ Cohort April-June 2021, 98 are currently enrolled

- Current Cohorts include PTQ Advancement, PTQ Maintenance, Making the Accreditation Decision, Accreditation Self-Study, and VCP

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SPARK learning lab has made a major impact at the St. Jude Early Learning Ministry. The cohorts have given me guidance to steer the ELM in the right direction to becoming an extraordinary facility. Having this opportunity to collect thoughts from a person a few times a month has opened up my thought process on how to run our program. The creative ideas I have received during the cohorts have made an impact on the teachers and students. I believe SPARKS learning lab and the cohorts are very beneficial and thank you for the chance to take part in this process.

If my Coach didn't reach out and help with PTQ when she did, I would have dropped out. I never felt supported with my past coaches and all of the changes have left me confused. This cohort provided the support I needed to be successful.

To sing Nicole's praises...her kindness, compassion, and willingness to constantly make sure that we were all going to be successful in our jobs was amazing! Such a breath of fresh air and a hand on my shoulder letting me know I could do this and she'd be right there with me the entire time. It's been amazing and vital to my success !

After the first meeting, I knew that I was in excellent hands, not just due to coach's assistance and constant willingness to help, but because I had a group of other Directors and Administrators who were also working towards their PTQ goals. Having this group to meet with throughout the month was vital to my learning process and to my success! I immediately knew that Thad others to guide me, to answer questions, and to brainstorm ideas and suggestions with. To say that the cohort group was amazing for me is a true understatement. I have enjoyed this experience so much, I requested to repeat the group experience with a new cohort this spring.

COVID-19

- March 25th - [Indiana's CRRSAA Plan recording](#)

- April 11th - Emergency Relief Grants
  - Provides a 20% increase for active CCDF vouchers through August 27th
  - All eligible programs must complete *SPARK! Fundamentals to Business Sustainability Collection* during that time

COVID-19

- May 2021 - Essential Frontline Families Scholarships
  - Frontline is defined by the Governor's Executive Order
  - Pays 80% of tuition up front with family responsible for 20% based on your program's policies
  - Through October 2021
  - SPARK, in partnership with ELI, IAN, and OECOSL, will offer a pre-requisite information session that includes a readiness assessment

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Stories of Success During COVID-19

What has gone well within your program and/or community?

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Public Comment

- We want to hear from you!
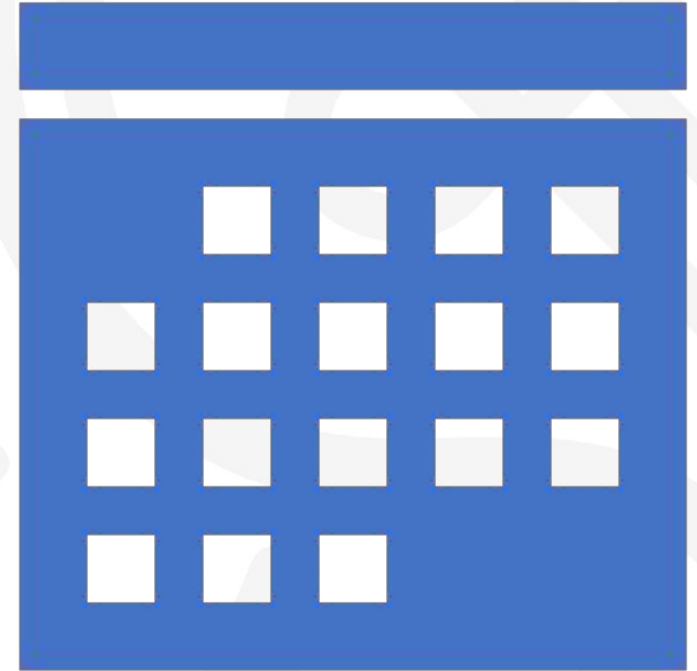- What questions/comments do you have for SPARK and the Council?

Agreements

Based on what has been presented, RAC discussion, and public comment, what suggestions and perspectives need to be captured for SPARK Learning Lab or partners to consider?

Items from Old Business

SPARK Annual Report

Networking and Learning

New Discussion Board Feature (Groups)

PTQ Cohorts

COVID-19

Stories of Success During COVID-19

Meeting Schedule

- August 31st, 4:00-6:00pm EST

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Stay Connected with SPARK

- Sign up for SPARK newsletter: http://indianaspark.com/

- Follow SPARK on social media!

    - Facebook

    - Twitter

    - Instagram

- Email RAC@indianaspark.com with questions

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