Service Delivery Area 5
Regional Advisory Council
Meeting Summary May 10th, 2022

View the recording of this meeting here: https://youtu.be/eNd3fraK7ko

1. Call to Order and Meeting Overview:
   a. SDA 5 RAC Chair made welcoming remarks orienting participants to the purpose of the Regional Advisory Council (RAC) meeting, called the meeting to order, provided an overview of the agenda items and goals, and discussed meeting systems and procedures.

2. Introductions:
   a. Members introduced themselves by sharing their names and professional role.
   b. Members present included: April Pagel, Michelle Roberts-Schneider, Sue Ragains, Ann Feldhaus, Stacey Malone, Sharon Tankerskey, Debbie Grace.

3. Reviewed Old Business:
   a. At the beginning of each Regional Advisory Council (RAC) meeting, the Council reviews action items and recommendations from the previous meeting and discusses progress.
   b. You can view past meeting minutes, recommendations, and their related action plan for each Service Delivery Area (SDA) on the SPARK website: http://indianaspark.com/regional-advisory-councils/. In addition, you can find more information about these recommendations and updates on the SDA 5 website and in the meeting slide deck.
   c. SPARK requested additional information regarding why SDA 5 wanted Preventing Expulsion moved within the course collection.
      i. Currently, Preventing Expulsion is in part three of the course collections. RAC is recommending that expulsion in part 2 because expulsion is a part of the learning environment
      ii. Preventing expulsion has to start with the teachers. They want teachers to address it and work with it in the teachers. Part 3 is more geared towards leadership and program directors versus classroom interventions.
      iii. RAC Members requested that SPARK look at the expulsion course objective and review the feedback of the RAC and who it is serving, the teacher or administrator. SPARK will continue to look at additional training to support best practices for this training for administrators' issues versus classrooms.
      iv. The online experience for training and Indiana Learning Paths with OECOSL is developing and updating their system.
      v. SPARK will review high-demand or required courses at the top of the list or pin them so providers can access them easily.

4. New Business

   a. OECOSL Provider Recognition Program:
      i. To acknowledge the hard work and dedication of Indiana's early education teachers and out-of-school-time professionals, OECOSL released an opportunity for colleagues, families, and system staff to nominate those who showed exemplary skills and are making a difference in their community.

    ii. In this initial round, over 200 nominations were received. As a result, we are pleased to recognize individuals throughout the state with the Outstanding Educator Award Certificate and funds to purchase additional materials for their classrooms.

        1. Congratulations to Kosharem (Joey) Scherschel and Margaret Edward-Harris for your dedication to the children, families, and ECE community.

b. Post Build Learn Grow Stabilization Grant Updates:

    i. RAC Members discussed post-grant needs and best practices. The conversation has been mainly about the grants and application process. SDA 5 moved the conversation from securing the funding to discussing ongoing grant documentation, business ownership, and stewardship practices for sustainability.

    ii. RAC Members engaged in zoom polls and the following discussion questions: What challenges are you and your peers facing post-grant?What resources or tools do you wish you had access to? What best advice, support, or resources have you been given?

        1. RAC Members discuss getting boards to approve spending the dollars. Also, members express the ongoing need for family funding support given the end of the BLG dollars on June 30th.

        2. RAC Members discussed the need for training outside of ILEADe, CDA renewals, and financial support for sustainable raises.

        3. RAC Members discussed creating the option to buy in bulk pricing for Indiana programs

        4. RAC members request the need for ECE benefit opportunities for staff as a system of providers.

    iii. SPARK shared the following information:

        1. Intensive business support is available in the My SPARK Learning lab, upcoming LIVE resources, and Business Cohorts.

        2. Interested programs may contact BusinessSupport@indianaspark.com to get more information and enroll.

c. I-SAT Revisions & Assessment Discussion

    i. SPARK is reviewing and updating the I-SAT assessment through the remainder of 2022. They seek feedback and discussion from the RAC as they go about this renewal. SPARK reviewed the timeline and project vision and asked for input from RAC.

    ii. RAC members took an I-SAT revisions zoom poll and answered the following discussion questions to advise SPARK. What assessment tools are you currently using? What do you like? What do you dislike about your current assessment tools?

        1. RAC Member Discussion was around the technology and client environment or experience.

        2. Assessment tools used are PTQ, NAEYC, Parent surveys, Staff Surveys, and Family Engagement Toolkit.

        3. Members like the accreditation quality standards and a review from an outside entity.

  4. RAC Members would like SPARK to create a resource of good-quality surveys and questions for the program.

 d. The State of *Paths to Quality*
  i. Background Information
   1. There are an estimated 400 programs that have an expired PTQ rating statewide. SDA 5 Data has 47 programs with expired PTQ ratings (19 Licensed Center, 20 Licensed Home, 3 Ministry, 2 Center Exempt, and 3 Local Education Agency).
   2. The loss of PTQ ratings affects programs in various ways, such as a reduction in funding and the recognition of quality programming throughout the state.
  ii. SPARK clarified the current PTQ Rating Process
   1. First, know your expiration date.
   2. Second, self-assess your program using the applicable Readiness Checklist found on I-LEAD in "My SPARK Learning Lab."
   3. Third, complete a Confirmation Checklist, which can also be found on "My SPARK Learning Lab."
   4. Fourth, send the completed Confirmation Checklist to PTQ@indianaspark.com
   5. Finally, a SPARK coach will review the checklist and respond when the rating has been requested or with any questions or additional information.
  iii. PTQ Expiration Communication Process
   1. PTQ Rating Expiration Communication
    a. Programs scheduled to expire in 6 months, three months, and 60 days receive an email and text message from OECOSL.
    b. Programs that have expired will receive a mailed letter informing them and providing options, including support with making their rating request.
    c. If the expired program does not respond after receiving the letter, a SPARK Coach will attempt to contact them by phone and email.
    d. If the program does not respond, the program is automatically decreased to Level 1.
  iv. Paths to Quality Discussion
   1. The RAC members have presented the following questions: What challenges are you and/or your peers facing? How do you currently prepare and support your program throughout the PTQ process? How would you like SPARK to contact you regarding your expiration date if this was your program?
    a. RAC members
  v. SPARK resources for PTQ
   1. SPARK Business Resources & Programming: PTQ Training Calendar, My Spark Learning Lab PTQ Resources, or Join a PTQ Cohort.
   2. SPARK Support:
    a. Paths to QUALITY: https://indianaspark.com/ptq-supports/
    b. Contact out Path to Quality Support team at

PTQ@indianaspark.com
    c. Call SPARK Help Desk
  e. Mental Health Program Updates
    i. Provider Support Groups
      1. 12 weeks of group consultation with an LCSW
      2. Up to 30 professionals per group
      3. The third round to begin on April 25, 2022
      4. Tuesdays at 2 PM & 4 PM EST, Wednesdays at 2 PM EST, and Fridays at 2 PM EST
      5. How to sign up? https://indianaspark.com/wellness-and-mental-health-support/
    ii. Employee Assistance Program
      1. Will be available for Indiana's entire ECE & OST workforce
      2. The launch is targeted for the beginning of May 2022
      3. Where to find information: https://brighterfuturesindiana.org/build-learn-grow/building-wellness

7. Public Comment
  a. Invite public comments and questions that have not been covered by an agenda item. Attendees are encouraged to enter comments/questions into the Zoom chat if they are more comfortable.
    i. No public comments.

8. Agreements and Action Items
  a. Based on what was presented, RAC discussion, and public comment, the RAC brought forth the following recommendations/agreements for SPARK Learning Lab and/or partners to consider:
    i. RAC Members requested that SPARK consider preventing expulsion in part 2 instead of part 3. SPARK looks at the expulsion course objective and reviews the feedback of the RAC and who it is serving, the teacher or administrator.
    ii. SPARK will continue to look at additional training to support best practices for this training for the classroom.
    iii. RAC Members would like to SPARK to create a resource of good-quality surveys and questions for the program.
    iv. RAC Members would like the Brighter Futures Indiana interactive to update with PTQ information regularly.
    v. RAC Members recommend that OECOSL consider having a consistent month for PTQ expiration dates.

9. Agenda Items for Next Meeting
  a. SDA 5 RAC Meeting will be on September 13th, 2022, at 7:00 EST.
    i. A hybrid meeting option will be available. The meeting location will be established and posted online.
  b. The RAC members had no additional comments or agenda items for the next meeting.
  c. Stay Connected with SPARK
    i. Sign up for the SPARK newsletter: http://indianaspark.com/
    ii. SPARK Group Features
    iii. Follow SPARK on social media!
      1. Facebook
      2. Twitter

3. Instagram
iv.   Email RAC@indianaspark.com with questions

10. Adjournment