**ECAP Committee Workplan Template**

Timeline:

September-Priorities identified by Committee and presented to SAC

October-Committees move to implementation. Develop a workplan to guide agendas and strategies

November-December: Process to develop Performance Measures through 1) identify research questions and 2) identify possible data sources

November-February: Support from Data and Evaluation committee as needed,

January- Beth works with co-chairs to gather information and populate into RBA Scorecard, an on-line platform to track progress over time

**Performance Measures**

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| **Primary Research Question** | **Secondary Research Questions (up to 3)** | **Performance Measures and Data Sources** |
| What is the composition of the Early Childhood Workforce and how well does the current professional development system support them? | How many individuals are working in regulated child care programs accessing professional development and where are they located? | 1. Number of individuals who attended professional development offered by the ECPDS with verified attendance in BFIS?
2. Number of training opportunities offered that support attainment of regulatory training requirements are provided statewide to meet the needs of each region
* Data source: BFIS quarterly reports
1. % of training evaluations returned that report that the training offered through Northern Lights at CCV was of high quality
* Northern Lights at CCV evaluation data
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| What are the qualifications of the child care workforce? | 1. Number of training opportunities provided support the professional development for each level of the Career Ladder or qualification level (eg educational degree)?
* BFIS quarterly reports
1. Number of individuals completing coursework in related course content areas?
* Data source: BFIS quarterly reports
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| How many individuals are working in early childhood settings but not in regulated child care programs are accessing training through this system? | 1. Number of individuals who are not child care providers that have BFIS Quality and Credential Accounts to maintain information about their qualifications and professional development (BFIS needs to expand to provide additional roles such as early interventionist, home visitor, etc)
* Data source: BFIS quarterly reports
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**PPD Committee Workplan beginning 1/1/2019**

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| **Priorities** (prioritized top to bottom) | **Strategies and Actions****Short Term** (thru June 2019) | **Strategies and Actions**Long Term |
| **Create recommendations a professional development plan for training offered through Northern Lights at CCV and other sponsors** | i. evaluate Northern Lights at CCV survey information, STARS, and other relevant data ii. create a rubric from which to make training priority decisionsiii. send rubric to other BBF Committees for them to fill out for any requests for the PPD Committee to consideriv. PPD to create training recommendations for 2019-2020 prioritizing the regulatory training topics required by the CDD and the CCDF State Plan. | i. continue to use the rubric; modify as neededii. direct Northern Lights at CCV on training priorities to implement for 2019-2020   |
| **Explore meaningful professional development in addition to trainings** | i. Re-establish the MATCH Committee and promote the use of coaching supports  | i. ii.  |
| **Collaborations around gaps in professional development that is available**  | 1. Create a process for sharing information about trainings that are relevant for people working in early childhood
2. Encourage entities to submit information to be shared through the sponsor system
 | 1. Create a shared calendar of relevant training information and encourage entities to continue to submit information to the calendar
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| **Strengthening Career Pathways** | 1. Review and revise the Early Childhood Career Ladder by subcommittee by June, 2019
 | 1. Identify and formalize the connection with Higher Education
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|  | 1. Review and revise the Program Director Credential by by subcommittee June, 2019
 | 1. By June, 2019
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|  | 1. Explore microcredentials
 | 1. Ensure that trainings are coordinated across sectors
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**Notes on Potential Presenters, Stakeholders to Invite, Links to other Initiatives:**

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