

Child Development Coordinating Council (CDCC) Minutes

Meeting Date: April 7, 2022

Meeting Time: 10:00 a.m. – 3:00 p.m.

Voting Members Present: Julie Allison (via Zoom, left at 12:00 p.m.), Melissa Grennan, Kimberly Villotti, Erin Clancy, Beth Van Meeteren (left at 12:00 p.m.), Tonya Krueger, Heather Rouse (present in the a.m. and by Zoom in the p.m.), PJ West, Taylor Drake

Voting Members Absent: None

Community Representatives Present: Monica Garner (left at 1:00, returned at 1:30), Teri Orr (left mid-morning), Julie Lang (joined at 11:15 a.m.), Ami Leath (left at 11:00, returned at 1:30)

Community Representatives Absent: None

Staff to Council: Marianne Rodrigues and Amy Stegeman

INFORMATION/DISCUSSION ITEM

Welcome and Roll Call

Chairperson Taylor Drake called the meeting to order at 10:00 a.m.

Taylor welcomed the Council members and conducted a roll call for members and community representatives.

ACTION ITEM

February 2022 Meeting Minutes

The Council reviewed the February 2022 meeting minutes. One edit was suggested by Tonya Krueger to correct the spelling of her last name on page four. Kimberly Villotti made a motion to approve the minutes as edited. The motion was seconded by PJ West. Voting occurred, and the motion passed unanimously.

PUBLIC COMMENT

Mike McGrory, Superintendent of Ottumwa Community Schools, provided public comment regarding the March 28, 2022 waiver request.

INFORMATION/DISCUSSION ITEM

Proposed meeting dates for FY 2022-2023

Taylor shared the results of the electronic poll sent out earlier which indicated the following dates were chosen as convenient for the majority of CDCC members and community representatives. She reminded the Council that it is assumed the meeting time will be 10a - 3p (with the exception of July's 10a - 12p meeting) and the location will be in Des Moines, unless otherwise noted.

- July 14, 2022 (Zoom)
- September 22, 2022
- November 17, 2022
- February 23, 2023
- April 27, 2023

ACTION ITEM

FY 2022-2023 Meeting Dates

PJ West moved to approve the 2022-2023 meeting dates. Erin Clancy seconded the motion. Voting occurred and the motion passed unanimously.

INFORMATION/DISCUSSION ITEM

Code Changes Specific to the CDCC

Marianne reminded the Council of the updated code changes and shared they are now publicly posted on the Iowa legislative site. Due to the updated code language, the Council's bylaws will need to be updated as well. Specific changes refer to the updated language in Chapter 256A. Marianne shared a draft of the bylaws with suggested edits in alignment with the new code changes.

ACTION ITEM

Code Changes Specific to CDCC Bylaws

Erin Clancy moved to approve the specific changes to the CDCC Bylaws in order to align with Iowa Code, Chapter 256A. Melissa Grennan seconded the motion. Voting occurred, and the motion passed unanimously.

INFORMATION/DISCUSSION ITEM

Submitted Waiver

Taylor shared that the Council has received a waiver request from Ottumwa Community School District related to the selection of program standards for their Shared Visions grant. She reviewed how this agenda item would be addressed with blocks of time for information sharing, review of the waiver, discussion, and action. She then asked staff to provide information in order to build context.

Amy Stegeman provided context for the Council by outlining the following information:

- Shared Visions is currently in year two of a five-year grant cycle (FY22).
- Initial awards were announced in FY21 and the applications were submitted to cover the five-year grant period (FY21-FY25).
- This is the first grant cycle where applicants were able to select one of three state-approved sets of program standards: Iowa Quality Preschool Program Standards (IQPPS), Head Start Program Performance Standards (HSPPS), or National Association for the Education of Young Children (NAEYC) Accreditation.
- The requirements written into the grant state a grantee is to maintain the program standards identified in the awarded application throughout the five-year grant cycle, unless "unforeseen circumstances" (reference Iowa Administrative Rule 281-64.15(3)) occur. As stated in Iowa Administrative Rule, those circumstances are to be considered at the discretion of the Council. (Amy provided handouts of the referenced information: rules outlined in Iowa Administrative Rule 281-64 and the Developmentally Appropriate Practice section of the FY21 Shared Visions grant application).
- In the FY21 awarded application, Ottumwa CSD selected HSPPS and wrote a grant application as a collaboration between the Ottumwa CSD and Sieda Head Start. It also outlined a plan to serve 128 3-year-olds across multiple classrooms at the Pickwick Early Childhood Center.
- As a reminder, the Council reviewed a waiver submitted by Ottumwa CSD at the February 24, 2022 meeting which was not approved.

Amy then provided the Council with information related to NAEYC Accreditation in anticipation of needing clarity on the standards requested within the waiver. She handed out copies of the timelines for achieving accreditation as well as a document indicating the current accreditation status of Ottumwa CSD.

Next, Amy provided the Council with copies of the March 28, 2022 waiver submitted by the Ottumwa CSD. She clarified that the role of the Council was to consider the submitted waiver with a recommendation for either approval or denial. She clarified that a recommendation to approve the waiver would result in the grantee continuing the grant while implementing NAEYC Program Accreditation Standards, and a recommendation to deny the waiver would result in the grantee only continuing the grant if able to do so under HSPPS. If unable to continue with HSPPS, Ottumwa CSD would not be able to continue as a Shared Visions grantee. Time was provided for review of the waiver and related handouts. The Council's discussion included some of the following considerations:

- Whether the outlined circumstances were unforeseen as indicated in Iowa Administrative Rule due to the grantee moving to dissolve the partnership in January.
- Impact of the change of program standards to the overall services outlined in the awarded application.
- Impact of changing program standards during a 5-year grant cycle.
- Differences in the circumstances outlined in this waiver compared to the previous one denied in February.
- Ability to offer comprehensive programming and services to children and families upon dissolution of a partnership and a change in program standards.
- Process for achieving renewal of their NAEYC Accreditation and the associated timeline, as well as the possibility of not maintaining accreditation within a satisfactory timeline.
- Actions taken by the grantee since the previous waiver was denied in an effort to mend the partnership with Head Start, as well as lessons learned or assumptions made as outlined in the waiver.
- Considerations for gathering status updates and ensuring adherence to the awarded grant in relation to the provision of comprehensive services and whether to include these within a recommendation to approve the waiver.

ACTION ITEM

Waiver

Kimberly Villotti made a motion to approve the waiver with the following conditions also being met:

1. The grantee must maintain the services described in the original application in order to provide comprehensive services, which includes family services and the appropriate related activities. Documentation of completed activities to be provided to the CDCC in February 2023;
2. The grantee must attain NAEYC accreditation preferably before February 2023, but definitely by March 2023. A review of the grantee status in reference to these requirements will be shared with the CDCC at the February 2023 meeting.

The motion was seconded by PJ West. Voting occurred with all voting yes with the exception of Monica Garner, who abstained.

INFORMATION/DISCUSSION ITEM

Updates

Preschool Program and Parent Support Program

Taylor announced the next agenda item and asked Marianne Rodrigues to provide program updates. She shared the following:

- 4th quarter payments for both Shared Visions Preschool and Parent Support programs should be processed/sent out.
- Staff are preparing renewal applications. These applications will be available at the end of May or as soon as the state appropriation is finalized. It is hoped to have them returned and reviewed prior to the grant year beginning on July 1. Also, year-end reporting forms should be available mid-June and due by grantees in early August.
- At this time, the proposed appropriations bill indicates status quo funding for next year. If passed, this would maintain grant awards at the current funding level. Staff will keep you posted as the legislative session winds down.
- An update on the \$5,000 CDCC funds to be used for Preschool Professional Development was provided to include:
 - Participation in a professional development opportunity must have occurred on or before March 31, 2022. All invoices requesting reimbursement were to be submitted following the event but no later than April 15, 2022.
 - The submitted invoices will be sent through the reimbursement process shortly after April 15.
 - Two Shared Visions programs took advantage of having their training costs reimbursed.
 - As a reminder, the Council's prior recommendation from previous years is still applicable -- which is a recommendation that the monies be used to support the contract with Teaching Strategies. This remains an option until the Council chooses to vote to remove the recommendation. Therefore, any remaining dollars not used for professional development reimbursement can be recommended as being used to support the contract with Teaching Strategies.

Early Childhood Iowa (ECI)

Kimberly Villotti said ECI is gearing up to do data dives to build the next strategic plan. For awareness, the ECI state office, as a one- year trial, is now functioning from the Department of Human Services instead of the Department of Management. To make this a permanent move, it would require a change in legislative code. Heather Rouse added that because there is a lot of momentum behind the Child Care Task Force, one of the big pushes behind the trial year is the movement towards shared services and understanding how this collaborative model would look.

Heather added that one of the first big data dives will happen at the next ECI Stakeholders Alliance Meeting on May 10. She also stated results from a large survey that included responses from more than two thousand Iowa families will be shared at the meeting. This Alliance Meeting has been announced on the ECI website and the Monthly Musings email.

Regarding the revision of the ECI Strategic Plan, Heather said there will be summaries of the work that has been done in the last few years. Some of the work will be done in the summer. Dates for meetings to begin the revisions are still being finalized.

Erin Clancy said the ECI committees/work groups have been focusing on work plans that include the WorkForce Study, equity training, and aligning teacher competencies to crosswalk with NAEYC's teacher competencies.

Member Updates

Erin Clancy said IQ4K (Iowa Quality For Kids) which is replacing QRS (Quality Rating System), rolled out April 1 and is linked to i-PoWeR.

Melissa Grennan shared that the AEA (Area Education Association) met as a state team and did a deep dive into GOLD data, making sure to focus on hitting all the checkpoints, especially the spring checkpoint, which is required for SWVPP (StateWide Voluntary Preschool Program). All three checkpoints are required for Shared Visions programs. The state team is trying to get more buy-in on how to use this data at the program or local level.

ACHIEVE is launching for Early ACCESS a week from today. Melissa added that there has been a lot of training on the ACHIEVE system. The first districts will go live May 1. This supports an intentional conversation about transition. Melissa shared that two big transitions happen in a fairly short period of time; special education into preschool and preschool into kindergarten. The ACHIEVE system will help make these transitions smooth and intentional for the student.

Heather Rouse said ISU did not complete the search for a faculty member with expertise in infant and early childhood mental health.

Tonya Krueger stated she did not have any new updates since the last meeting.

Kimberly Villotti shared that she continues to watch the legislative bills focused on education. As far as early childhood, legislation in this specific age band has been fairly limited. She is watching House File 318 which has come up again and potentially could become part of a larger bill. It allows for 5 year olds to be funded for SWVPP if their birthday falls between a certain window of dates. The Department has offered numerous fiscal notes related to what this would cost the state.

There have been numerous bills on teacher preparation. Kimberly recommended referring to the [education tracking page](#) that has a summary of all the legislative bills. There is also an amendment to a bill that continues to move through the legislative process which would allow carry-over funding for At-Risk Programs. This could affect all programs listed in Iowa Code 279.51.

The Department received notice that there will be an increase in the cost for GOLD. Kimberly said the Council could potentially use money that was not expended for grantees' professional development to cover the difference of the increase in cost to Shared Visions grantees. Staff to the Council will explore this further.

PJ West talked briefly about the IDPH (Iowa Department of Public Health) and DHS (Department of Human Services) merger. She indicated that the merger is one step closer to the Departments becoming a single entity. PJ sent a website [link](#) that gives the new organizational chart as well as other merger resources and history. This merger is intended to help all collaborate better under one umbrella.

Taylor Drake shared that she will no longer be serving on the Head Start Advisory Board.

Ami Leath stated she had nothing additional to share at this time.

Monica Garner offered that she is the State Leadership team Co-Lead for PBIS (Positive Behavioral Interventions and Supports). The PBIS National Teaching Institute is in a week and a

half and she will be presenting on systems and SDI (Specially Designed Instruction) work with PBIS.

In Head Start news, Monica said that under the Build Back Better Initiative, the EPA (Environmental Protection Agency) announced work on lead in pipes. Head Start Performance Standards indicate that Head Start classrooms must have good quality drinking water. As a result, federal reviews are asking how water is being tested. This is anticipated to affect some Shared Visions programs. There have been proactive measures taken by working with the University of Iowa program since last fall. The "Get the Lead Out" program is shared with Head Start programs.

The Head Start programs as well as other programs in Iowa have access to the WIIN Grant through the Iowa Department of Education. The [Water Infrastructure Improvements for the Nation \(WIIN\) Act](#) establishes the Lead Testing in School and Child Care Program Drinking Water grant to award funding to states, territories, and tribes to assist local and tribal educational agencies in voluntary testing for lead contamination in drinking water at schools and child care facilities (epa.gov). The grant will allow training to awardees regarding the effort, testing, mitigation, and action planning towards mitigation efforts.

Julie Lang said they are anxiously waiting for the Head Start statewide fingerprint system to move forward.

INFORMATION/DISCUSSION ITEM

CDCC Member Orientation

Marianne Rodrigues gave a brief recap of the November 2021 orientation for members and community partners. Marianne asked for suggestions from the Council of potential topics for a future orientation. Council members and community representatives suggested the following:

- Holding the orientation on a day that is not a meeting date, via zoom.
- Consider making a visual diagram of the early childhood space within the organizations represented on the Council to help illustrate connections. Development of an acronym key.
- Ground rules for applying Robert's Rules of Order.
- Expectations for a meeting:
 - What takes place
 - Overview of the Council
 - Member expectations
 - Community representative expectations

INFORMATION/DISCUSSION ITEM

CDCC FY21 Annual Report to the Governor

Marianne Rodrigues shared the [report](#) is now available on the Iowa Department of Education's website. In prior meetings, Council members discussed sharing this legislative report with communication partners. Marianne asked members and community representatives to send the report to their communication partners if they think it would be appropriate.

The report has also been published in ECI's Monthly Musings, an agenda item on the Early Childhood State Coordination Team meeting, discussed at the Early Childhood Team meeting, sent to Iowa AEYC for publication in their weekly email to members, and sent to all council members via an email on January 31. As a reminder, 508 compliance requirements were applied after Council edits were made at the November 12, 2021 CDCC meeting which altered some of the formatting suggestions related to colors and graphics.

INFORMATION/DISCUSSION ITEM

Considerations for Vice-Chair Position

Taylor Drake reminded the Council that the position of vice chair was briefly mentioned at the February meeting. The position is a two-year term, then serves as Chair for an additional two years. Taylor asked members if there was anyone interested. She said if anyone needs some time to consider, Marianne Rodrigues will send out an electronic poll to inquire about interest in serving as the Vice-Chair. Once there are interested candidates, Marianne will send out another poll after the July meeting. Approval of the elected candidate will take place at the September meeting.

INFORMATION/DISCUSSION ITEM

Connections with Stakeholders

Taylor asked Marianne to facilitate the conversation related to connections with stakeholders. Marianne offered a summary and reminder of the Council's desire to be intentional about member connections and sharing information across their work. She reminded members to consider items to share from today's meeting and be prepared to offer updates at upcoming CDCC meetings. The Council discussed the need to keep the decision related to the waiver confidential to allow the formal communication to be sent to the grantee.

INFORMATION/DISCUSSION ITEM

Agenda Items for Next Meeting

Clarification was provided as to the intent of the July meeting being an informational meeting without action items. It is intended to serve as time to connect and stay updated. In addition to the items discussed earlier in the meeting, the following items were identified for inclusion in future meeting agendas:

- Debrief of waiver decision and discussion of how to ensure clear communication and expectations in the future
- Review and approve April 2022 meeting minutes (September)
- Continuing work related to Duty #3
- Parent Support Program Requirements
- Consideration of a CDCC Board Handbook
- Review and continue the work of Duty #3
- Update on Duty #5, the U of I study and continuation of analysis and program evaluation goals

ADJOURN

Taylor Drake adjourned the meeting at 2:30 p.m.

Future Meeting Dates

Meetings will be held from 10:00 a.m. to 3:00 p.m. at the Grimes State Office Building unless otherwise noted.

- July 14, 2022 (on Zoom from 10:00 a.m. to 12:00 p.m.)
- September 22, 2022
- November 17, 2022
- February 23, 2023
- April 27, 2023

