

Thursday November 30, 2023, 1 pm- 2 pm

Notes

- I. Welcome and Updates – 1 PM – 1:35 PM
 - A. Minutes from Sept meeting – vote to approve – 5 min
 - Minutes have been moved and approved
 - All voted yes
 - B. Introductions – 5 min
 - C. MCITP Monthly Parent Group update- Anna and Rachel - 5 min
 - a. Working on getting more parents involved—have lost some momentum with Deborah being off-group meets twice a month to discuss any issues families might have-develop a slate of people that could come in and talk to parents-develop documents to help parents-trying to grow our group, please refer your families
 - D. Family Survey updates – Jill – 5 min
 - a. Generate ideas for increasing response rate
 - b. Deadline extended until 12/8—we have increased from 8% to 12%-state goal is 33%
 - E. Community Portal (Pinwheel) overview – Wendy for Cecilia – 8 min
 - F. Equity Work- listening session – Lauren- 7 min
 - a. Involved with Children’s Equity Project over the last year-Listening Sessions were hosted last month to culminate the work we’ve done-Listening sessions attendance was lower than expected
 - b. Worked with 2 staff members from CEP to take us through our policies and practices-workgroup consisted of coordinators, staff, and families-looked at our policies using an equity lens-engaged in an equity audit by surveying staff and families-also during the year the PD committee developed a 3-5-year plan that looked at equity-developed a strategic plan with leadership to guide our work.
 - c. What came out of this is a Strategic Plan-would like to share but need more time-developed a PD plan to target some items from this plan-also developed an equity workgroup to work on this plan
 - d. Equity plan should get started in the new year—equity workgroup took a break while the plan was developed-may have new people on the workgroup—some items on plan are already in progress-so no implementation date as it’s ongoing- need to make sure that all the forms are in all 7 languages.
 - G. FIC updates- Sophia – 5 m
 - a. 3 sites—Gaithersburg, Silver Spring, and Rockville—families need to complete an orientation first and then they can register—sessions fill up very quickly, if a family can’t get in they should check with the parent coordinators—process of hiring-hoping to be fully staffed in the new year

which will open up more slots for families—encourage providers to come in with their families with they want to see family in a new location—must do an orientation with Tameika first

- b. December 11 Story Tapestries is coming to do a performance with families and do a family workshop—this is only open for families currently registered

II. Committee break outs 1:35-1:45

- A. Brief introductions
- B. Chair: review committee goal
- C. Review meeting schedule
- D. Action plan for committee meetings

1. Family Engagement:

- a. Chaired by Deborah Gudger, Jill as backup
- b. Goal: Focus on exploring ways to reach out to families already in the ITP and to new families in the community.
 - 1. Trying to increase our Amharic engagement—FIC team tried to host a meeting, but no one showed up
 - 2. Talked about reaching out to Food Distributions Centers to get our flyers out there.
 - 3. Need to get flyer translated into Amharic.
 - 4. Would like to reach out to the Parent Community Coordinator with MCPS to help us forge some connections.

2. Inclusive Child Care:

- a. Chaired by Jennifer Arnaiz and Lauren Mangrum
- b. Goal: Focus on improving communication with childcare programs, family childcare centers, and providers on making classrooms more inclusive to ensure children in the ITP can engage with their peers who are not in the ITP program.
 - 1. Half of group was missing—haven't had a meeting in between—just sent email to get a meeting on the calendar.
 - 2. Goal was to get Learning Language an Loving It (LLLI) kicked off—they are very close to getting that started at one site.

3. Transition:

- a. Chaired by Faith Fischel
- b. Goal: Focus on improving the transition process of ITP children to next level, prekindergarten and kindergarten. Families often struggle with this, and the committee works to make the process more user friendly
 - 1. Chair was missing—also didn't meet in between LICC meetings.
 - 2. Working on getting better communication between Part C and Part B—having PEP orientation meetings for families where families can see a Pep class happening—there's a PEP representative at the site to answer any questions.

- III. Committee Chairs share back 1:45-1:55
- IV. Adjournment 2:00 pm

LICC Meeting Dates for FY '24:

- 9/21/2023 virtual 7-8 pm
- 11/30/2023 in person 1-2 pm
- 03/07/2024 virtual 7-8 pm
- 05/09/2024 in person 1-2 pm

Tentative LICC Executive Committee Meetings for FY '24 (Thursdays, 2 PM):

- 09/14/2023
- 11/17/2023
- 02/29/2024
- 05/02/2024

Acronyms

- ADA - American with Disabilities Act**
- CLIG - Consolidated Local Implementation Grants**
- COS - Child Outcome Summary**
- DHHS – Department of Health and Human Services**
- ECCC - Early Childhood Coordinating Council**
- ELA - Early Learning Assessment**
- EXCELS - Excellence Counts in Early Learning and School-Age Care, Maryland’s quality rating improvement system**
- FIC - Family Involvement Center**
- IEP - Individualized Education Program**
- IFSP - Individualized Family Service Plan**
- KRA – Kindergarten Readiness Assessment**
- LIR--Local Implementation Results**
- LISS – Low Intensity Support Services**
- LRE - Least Restrictive Environment**
- MCPS – Montgomery County Public Schools**
- MSDE - Maryland State Department of Education**
- OCC - Office of Child Care**
- Part B - Children (ages 3-21) receive special education and related services through Part B of the Individual with Disabilities Education Act (IDEA)**
- Part C - The Infants and Toddlers Program is established through Part C of the Individual with Disabilities Education Act (IDEA)**
- PBIS – Positive Behavior Intervention Support**

RBI - Routine Based Interviews

R&R - Montgomery County Child Care Resource & Referral Center

SEFEL - Social Emotional Foundation for Early Learning

SICC – State Interagency Coordinating Council

SSIP - State Systemic Improvement Plan