



Members in Attendance

Patricia Smith	- Little Dudes Learning Center
Sul Ross	- Gulf Coast Workforce Solutions
Mary Clare Munger	- Amarillo College Child Development Lab
Howard Morrison	- Texas Education Agency
Michelle Adams	- Department of Family and Protective Services
Sharon Davis	- North East Texas Workforce Solutions
Dr. Elaine Zweig	- Collin County Community College
Pattie Herbert	- Infants 123
LaShonda Brown	- Texas Head Start State Collaboration Office, Texas Early Childhood Professional Development System
Rebecca Latimer	- Just Kidding Around

Members not in Attendance

Reagan Miller	- Texas Workforce Commission (TWC)
Doug Watson	- Healy-Murphy Child Development Center
Sandra Solis	- Lower Rio Workforce Solutions

Additional Attendees

Laurie Biscoe	- Deputy Director, Workforce Development Division
Patricia A. Gonzalez	- Director Workforce Policy
Regan Dobbs	- Child Care Policy and Program Analyst
Anjali Barnes	- Child Care Policy and Program Analyst
Kimberly Flores	- Child Care Policy and Program Analyst
Adela Esquivel	- Child Care Policy and Program Analyst
Sue Flores	- Child Care Policy and Program Analyst
Kimberly Berry	- Governmental Relations
Jessica Crawford	- Adobe Connect Facilitator

Meeting Summary

Welcome, Roll-Call and Overview of the Agenda

Laurie Biscoe expressed appreciation for the group's participation in the review of the first draft of the subcommittee's recommendations. Ms. Biscoe stated that Reagan Miller will not be able to attend and she will moderate the discussion today.

Parent Education and Involvement Subcommittee Presentation

Pat Smith read a subcommittee statement, summarized as follows:

In order to increase parent involvement, build relationships between families and providers, improve parents' understanding of child development, and role in school readiness; we request that TWC require



parents receiving child care subsidies to attend a minimum of two programs, conferences, or educational seminars on a yearly basis.

Pat proceeded to present the subcommittee's draft measures for discussion and comments from the other members. LaShonda suggested that in order to avoid confusion, in the next draft, "met/not met" be removed from the document, in other words, to separate structural from process measures.

Based on discussion, workgroup agreed to modify orientation measures to include information about the TRS system and the different star levels. In addition, the reference to interpreters being available will be modified to clarify that the child care provider is not responsible for having staff on board to serve as interpreters for all languages.

Relating to the measure relating to providing families with opportunities to understand child's growth and development, the workgroup agreed to include blogs, facebook, and other electronic options for delivery of this information.

Parent Involvement

In addition to providing for an annual evaluation or survey for parents, higher star levels should be able to provide evidence that feedback from parents has been incorporated into their programs.

The workgroup discussed the scoring for the director/parent/teacher communications measure and agreed to modify the scoring requirements to show greater gradation across scores. Mary Clare commented that bi-annual in-person conferences might be too burdensome for parents. Pat agreed to edit wording to indicate more flexibility, i.e., telephone conferences.

Sul requested the subcommittee consider whether any of the components of the PAS (e.g., toy lending library, home visits, etc) relating to parent involvement/support should be incorporated into the measures for this section. Mary Clare suggested that evidence of providers giving parents information about community resources available locally to get kids school ready (e.g., 211 and United Way) be considered for inclusion in the measures. Additionally, the workgroup noted that consideration should be given to whether provider policies should be reviewed and updated regularly (e.g., annually or every 2 years)

Curriculum and Social Activities Subcommittee Presentation

Indoor and Outdoor Learning Environment

Michelle Adams led the presentation of the draft measures. Michelle noted that there are a number of measures that reflect minimum licensing standards. These have been included because the subcommittee has considered those items of critical importance. The workgroup discussed that the approach for all measures has been to reflect activities and/or behavior above and beyond minimum licensing standards. The subcommittee's measures will be restructured to reflect the child care provider's monitoring and response to critical environmental items. LaShonda asked if all the measures applied to the last column ("applicable to licensed & registered homes") of the document, and Laurie responded that if they do, they should be marked accordingly.

Sul recommended shortening the document by combining all the age groups and putting notes as to which items pertain to a certain age group. Michelle agreed.



Based on workgroup discussions, measures relating to equipment/materials will be reviewed to determine where measures may be combined to reflect multiple aspects for consideration.

Measure relating to outdoor environment arranged to extend indoor classroom activities outdoors will be reviewed again by the subcommittee based on the workgroup's discussion about whether this should be a structural or a process measure.

Child-Caregiver Interactions Subcommittee Presentation

Mary Clare led the presentation of the first set of the subcommittee's recommendations. She explained the structure of the document and introduced April Crawford, subcommittee member who has documented the subcommittee's work to present the measures.

Mary Clare expressed her subcommittee's request to include a requirement that providers submit an annual report once centers get certified, that staff was trained in adult/child interactions. Sul suggested it can be a structural requirement for a 2 star.

Pat mentioned language stimulation should not be tied specifically with age and she would like more emphasis on "encouragement" and being descriptive, as opposed to "praise." Sul and Elaine agreed that "encouraged" was a preferred feedback strategy than "praise."

April noted language facilitation (opportunities for children to talk and engage in conversation) is crucial as children rarely have opportunities to extend their language. Pat mentioned that frequent conversation between teacher and child is difficult due to time constraints. Laurie suggested that the subcommittee define "frequency" relating to conversations and asked if this would be applicable to all age groups and to centers as well as homes. Response was affirmative.

Ratios/Group size discussion:

Will recommend structural indicators without variations for all-star levels, with more emphasis placed on quality caregiver-child interactions.

Work Scope, Work Plan, Parking Lot

In anticipation to upcoming meetings:

- Laurie proposed to meet on February 26, 1:00 -3:00 p.m. to review subcommittee changes based on the workgroup's review of recommendations from meetings this week and next before the public meeting.
- Discussed tentatively rescheduling public meeting from March 6, 2014 to March 13, 2014 based on Spring Break prohibiting some members from attending.
- All subcommittee recommendations will be combined in one single document by February 26, 2014.



Sul noted that there is a lot of interest in the Workgroup's recommendations. He gets lots of correspondence inquiring about the progress of the process. He asked if there will be an opportunity to make written public comments on materials posted in March. Laurie responded affirmatively. Once the rules are developed, there will be another opportunity to submit public comment as well.

Pat recognized that marketing of the new system is important and added that TWC does not have a budget for marketing and it might have to be done at the Board level.

Sul suggested informing the public in a timely manner about the potential change to the March 13th public meeting.

Discussion on Next Meetings

- **February 20** - TRS Workgroup Session (in person at TWC or via conference call)
On the agenda:
 - Child-caregiver interactions remaining presentation at top of the agenda
 - Remaining subcommittee presentations
- **February 26** - TRS Workgroup Session (in person at TWC or via conference call)
Discussion on instrument draft before posting to public
- **March 13** - Tentative Public meeting, in person
The meeting is scheduled for 12:30-4:30.

(Note: Subcommittee participants/public will be invited to attend the March 13 meeting).

The meeting was adjourned at approximately 4:15 pm.