



PDAC Family Child Care Credential Committee Meeting

Minutes

April 1, 2017

10:00 AM – 3:00 PM

Attendees:

Barb Christmas	Malia Owens	Penny Williams-Wolford	Stephanie Hellmer
Diana Rosenbrock*	Melissa Johnson	Sandra Cole*	
Faith Arnold	Miranda Lin	Tami O'Daniel	
Joni Scritchlow	Patricia Twymon	Toni Williams	

**Denotes Co-Chair*

Welcome

- Diana Rosenbrock welcomed attendees to the meeting.

Approval of February 16, 2017 Minutes

- Motion to approve made by Sandra Cole.
- Motion seconded by Pat Twymon.
- Motion passed and minutes approved.

Updates

- So far, a total of 170 applications for the FCC Credential have been received in March 2017.
 - 165 of these had the \$30 application fee waived.
 - On March 14, an email was sent to over 7,000 family child care providers regarding a special opportunity to have their Family Child Care Credential application fee waived if their application was received by March 31, 2017.
 - A grant through the Grand Victoria Foundation funded this opportunity.
 - The Committee has awarded 171 Family Child Care Credentials since June 2015.
- In February over 7,000 postcards were mailed to family child care providers who had not yet applied for the Family Child Care Credential to encourage them to apply.
- Letters were mailed in March to around 50 FCC Credential pilot applicants that had not submitted information needed to process their Credential. These letters stated that their application would be deemed ineligible as of March 31, 2017.
 - Pilot applicants who are currently working on requirements will have their applications kept open.
 - Any applicants that wish to reapply would need to pay the \$30 application fee.
- Town Square Illinois now has a complete series of modules and webinars online to meet one point in Family Child Care Environment Management.
 - Credential applicants are encouraged to print certificates of completion for each module/webinar and contact Town Square if they have any technical issues.
 - It is important that applicants complete the correct series of modules and webinars (as stated on the handout) to earn the point towards their FCC Credential.

- Gateways Professional Development Conferences which include the Redleaf Family Child Care Curriculum Training are being offered this Spring.
 - Providers are also being encouraged to contact their local Child Care Resource and Referral for additional dates for the Redleaf training.

Child Care Assistance Program (CCAP) Training Requirements

- The Committee reviewed the letters that were posted on the Illinois Department of Human Services (IDHS) website regarding the Health, Safety, and Child Development Training requirements that are to be completed by September 30, 2017. **(Attachment A)**
 - Any questions and comments on the requirements should be directed to IDHS at dhs.ccap-reauth@illinois.gov.
 - An FAQ has been posted for Child Care Centers and should be posted for Family Child Care Homes soon.
- Question: Will child care centers have to submit a PDR for every staff member to show that they have completed the CCAP requirements?
 - Answer: Details are still being looked at on how this will work.
- Question: Will there be ongoing communication?
 - Answer: Communication on this comes from IDHS, but the hope is that communication will be on-going leading up to the deadline.
- Question: Do you have an idea of how long it is taking individuals to complete the ECE Level 1 online?
 - The ECE Level 1 face to face training is 48 clock hours and it is estimated at 32 hours for the online modules.
 - Completion may take 32 hours online if the participant has a lower reading level or is not familiar with navigating the website. However, if they have the experience and knowledge, it can take much less time.
- INCCRRA has been tracking the access and utilization of the ECE Level 1 online modules.
 - From July 2016 through December 2016 there was an average of 260 to 450 individual people completing modules per week. In the past four weeks the average has been 4500-5100 people completing modules.
 - Hours are also being tracked. The number of users starts building at 11:00 AM and from noon - 3:00 PM we see a huge spike.
- The online option for ECE Level 1 is currently only offered in English, but both English and Spanish are offered through face to face trainings at the CCR&R's.
- Comment: In thinking about strategies to help with providers access trainings, some SDA's are working on opening up computer labs in CCR&R's and community colleges for providers to complete the online modules, with technical assistance is available to assist providers.

Family Child Care Credential Competency Review -

- Competency work was built off the findings of the EPPI Grants. Race to the Top and Illinois Board of Higher Education have assisted with funding the work.
 - All Gateways Credentials have been reviewed and repackaged using the competency model.
- The FCC Credential competencies have the same layout as the ECE competencies but are specific to the Family Child Care Content Areas.

- The Family Child Care Credential Competency Table includes the competencies required in each Family Child Care specific Content Area and for each level. The levels are listed across the top of the table. **(ATTACHMENT B)**
- The full Family Child Care Credential Competencies document contains all of the original benchmarks which will now be known as competency descriptors. **(ATTACHMENT C)**
 - All original benchmarks are included, although some have shifted to a different Content Area.
 - The Technology Content Area has been woven throughout the Business and Family Child Care Environment Management Content Areas.
 - Prior to competencies, Technology was not required until the FCC Credential Level 5. Embedding the Technology throughout Business and Family Child Care Environment Management will now require some Technology starting at Level 2 and building as the levels increase.
- Competencies will allow the development of new trainings and coursework to be streamlined.
 - Competencies are not always equal to a certain amount of time or semester hours. There is no time or volume expectation required to meet a competency.
- Of all benchmarks that the FCC Committee developed, there were five outliers that are found on the last page of the Competencies document in the “parking lot”. In reviewing the “parking lot”, the Committee:
 - Agreed that it makes sense to remove the two redundancies (H3 and J4).
 - Agreed that D32 and D30 could be removed, they were from the ECE areas.
 - Agreed that H9 was already embedded in the Competency for LA1 and could drop off.
 - Agreed that H23 could be deleted, doesn’t really fit in any of these areas.
 - “Parking lot” will be deleted from final document.
- The goal is to have all Credential competency documents complete for distribution at the Higher Education Forum in April 2017.
 - Entitled route Higher Education Institutions will be required to shift to the competency model with a target date of January 1, 2018.
 - Direct route will be testing the competency model beginning in January 2018 with a statewide implementation goal of January 1, 2019.

Review Gateways Family Child Care Credential Portfolios

- Gateways Family Child Care Credential – direct route portfolio review. **(Attachment D)**
 - The FCC Credential Committee confirmed that the following applicants have met the requirements of the Family Child Care Credential:
 - Applicant 260 – approved for FCC Credential Level 2
 - Applicant 224 – approved for FCC Credential Level 2
 - Applicant 75 – approved for FCC Credential Level 2
 - Applicant 243 – approved for FCC Credential Level 2
 - Applicant 112pp – approved for FCC Credential Level 2
 - Applicant 105pp – approved for FCC Credential Level 2
 - Applicant 144 – approved for FCC Credential Level 2
 - Applicant 162 – approved for FCC Credential Level 3

- Applicant 153 – approved for FCC Credential Level 2
- Applicant 72 – approved for FCC Credential Level 3
- Applicant 66pp – approved for FCC Credential Level 3
- Applicant 43 – approved for FCC Credential Level 4
- Applicant 150 – approved for FCC Credential Level 5
- Applicant 29 – approved for FCC Credential Level 2
- Applicant 129pp – approved for FCC Credential Level 2
- Applicant 82 – approved for FCC Credential Level 2
- The Committee has been reviewing all applicant files since June 2015. INCCRRA staff can begin awarding the Family Child Care Credential and only bring forward files in question.
 - All Committee members were in agreement with this process moving forward.

Coursework/Training Description Review (Attachment E)

- Course descriptions were reviewed for Family Child Care Content Areas.
- ExceleRate Bronze Trainings were reviewed to see if any could be bundled together for credit in any of the Family Child Care Content Areas.
 - Proposed bundle: Caring for Mixed-Ages of Children, Off the Shelf and Into Practice: Using Your Curriculum Every day, and Basics of Culturally and Linguistically Appropriate Practice
 - More information on bundles currently being used for the ECE Content Areas will be gathered and this will be revisited by the Committee.
- Quorum Online Trainings were reviewed to see if any could be bundled together with submission of a reflection piece, for credit in any of the Family Child Care Content Areas.
 - The Learning and Development department at INCCRRA will be launching three cohort opportunities over the next few months for family child care.
 - Intended audience includes FCC providers who are pursuing a Credential and need additional training; FCC providers who are actively involved in local R&R cohort/association activities; and those who are comfortable with and would maximize an online learning opportunity.
 - The Committee felt that the following trainings could somehow be bundled:
 - Foundations for Learning Every Day
 - Foundations of Curriculum
 - The Juggling Act: Schedules, Routines, and Transitions
 - Safe Spaces and Places to Learn and Grow
 - Learning Environment: How Classroom Arrangement Impacts Behavior
 - Participants in cohort would be able to take a certain bundle of trainings and submit a reflection piece on how they will use what they learning in their FCC environment.
 - This option would only be available for those participating in this cohort as a type of test for this training/reflection option.
 - Tami will compile bundles and send to Committee for final approval.

Next Steps

- Next telenet will be on Thursday, May 25, 2017 from 1:00 PM – 2:00 PM.

Attachments available upon request

Adjourn

