

Spark Ad Hoc Workplan 2017- DRAFT

FOCUS AREA	TASKS	LEADS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Orientation of Ad Hoc Members	Notify Ad Hoc Members	Donalda		X										
	Schedule Meetings	Shawna		X										
	Overview of charge, scope and goals	Donalda			X									
	Provide Historical Overview	Dawn			X									
	Review of Committee Work Plan	Donalda			X									
QRIS Revisions	Review first draft of revised standards	Dawn/ Meredith				X								
	Briefing on draft of revised standards with Equity Implementation Committee (EIC)	Dawn/ Meredith					EIC							
	Review Professional Qualification Standards	Dawn/ Meredith					X							
	Discussion/learning about measuring adult-child Interactions	Dawn/ Meredith						X						

FOCUS AREA	TASKS	LEADS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
	Review continuous quality improvement & CQI Plan	Dawn/ Meredith					X							
	Policy discussion on rating & monitoring	Dawn/ Meredith						X						
	Review 2 nd draft of standards	Dawn/ Meredith						X						
	Conduct community engagement	Dawn/ Meredith					ELD	ELD	ELD	ELD	X			
	Briefing of Spark to Equity Implementation Committee for input	Dawn/ Meredith								EIC				
	Briefing of Spark to Childhood Care and Education Committee for input	Dawn/ Meredith								CCEC				
	Briefing of Spark to Best Beginning for input	Dawn/ Meredith								BB				
	Policy assessment of rating and monitoring	Dawn/ Meredith							X					
	Policy assessment of supports for programs and providers	Dawn/ Meredith								X				
	Policy assessment of targeting criteria for supports	Dawn/ Meredith								X				
	Policy assessment of financial supports	Dawn/ Meredith								X				

FOCUS AREA	TASKS	LEADS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
	Review 3 rd draft of standards	Dawn/ Meredith									X			
	ELC Briefing of Spark Standards	Donalda									ELC			
	Approve final Recommendations of Spark Standards	Donalda										X		
	Spark Standards 1 st reading to ELC	Donalda											ELC	
	Spark Standards adopted by the ELC	Donalda												ELC
Oversee Implementation of Spark	Identify frequency of meetings	Donalda											X	
	Set meeting schedule	Donalda											X	
	Modify and expand the committee work plan												X	

Noted Dependencies: October Spark Rules to ELC & November Child Care Rules to ELC