Spark Ad Hoc Work plan 2017- DRAFT Update 10-16-17

| FOCUS AREA | TASKS | LEADS  | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
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| 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 |  |  |  |  |  |  |
| Review continuous quality improvement & CQI Plan | Dawn/Meredith |  |  |  |  | X |  |  |  |  |  |  |  |
| Policy discussion on rating & monitoring | Dawn/Meredith |  |  |  |  |  | X |  |  |  |  |  |  |
| Review 2nd 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 |  |  |  |  |
| Review 3rd draft of standards with Ad Hoc | Dawn/Meredith |  |  |  |  |  |  |  |  | X: Ad Hoc Sept 15 |  |  |  |
| ELC Briefing of Spark Standards | Donalda |  |  |  |  |  |  |  |  | ELC: Sept 28 |  |  |  |
| Ad Hoc Approve final Recommendations of Spark Standards | Donalda |  |  |  |  |  |  |  |  |  | X: Ad Hoc: Oct 20 |  |  |
| Spark Standards 1st reading to ELC | Donalda |  |  |  |  |  |  |  |  |  | ELC Oct 26 |  |  |
| Spark Standards adopted by the ELC | Donalda |  |  |  |  |  |  |  |  |  |  | ELC Nov 16 |  |
| Oversee Implementation of Spark | Identify frequency of meetings | Donalda |  |  |  |  |  |  |  |  |  |  |  | X |
| Set meeting schedule | Donalda |  |  |  |  |  |  |  |  |  |  |  | X |
|  | Modify and expand the committee work plan  |  |  |  |  |  |  |  |  |  |  | Ad hoc: Oct 20 |  |  |

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| Post-Standards Adoption Work and ImplementationFocus Area | Tasks | 2018 |
| Jan | Feb | Mar | April | May | June | July | Aug | Sept | Oct | Nov | Dec |
| Supports and Incentives | Provide policy level feedback on:Data CollectionPrioritization of Funds | X | X |  |  |  |  |  |  |  |  |  |  |
| Compliance (Safety and Stability) Thresholds | Provide policy level feedback on compliance thresholds | X | X |  |  |  |  |  |  |  |  |  |  |
| Monitoring | Provide policy level feedback on Monitoring PilotProvide policy level feedback on Monitoring Data and Input |  | X | X |  | X |  |  |  |  |  |  |  |
| Universal Technical Assistance | Provide policy level feedback on technical assistance and resources available to field |  |  | X | X |  |  |  |  |  |  |  |  |
| Rating | Review policy assessment on rating methodology |  |  | X | X |  |  |  |  |  |  |  |  |
| Spark Transitions | Provide policy level feedback on transition to Spark 2.0:Messaging, Training, Outreach, translation | X |  | X |  |  | X |  |  |  |  |  |  |
| Community Engagement | Provide policy level feedback on community engagement efforts and feedback | X |  |  | X |  | X |  |  |  |  |  |  |
| Measuring Outcomes | Provide policy level feedback on outcomes and success: Measurements and DataDefinitions of success, targets | X |  |  |  | X |  | X |  |  |  |  |  |

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| Continuous Quality Improvement | Provide policy level feedback on CQI plans, content, goals |  |  |  |  |  |  | X |  |  |  |  |  |
| Continuous Quality Improvement | Provide policy level feedback on CQI plans, content, goals |  |  |  | X | X |  |  |  |  |  |  |  |
| Endorsements | Provide policy level feedback on use of endorsements to build on program strengths and assets |  |  |  |  | X |  | X |  |  |  |  |  |