

## Early Childhood Planning Task Force Study Groups: Purpose and Schedule

Governor Tomblin created the West Virginia Early Childhood Planning Task Force and charged the group with producing a Development Plan for Early Childhood by December 31, 2013. The plan will define the components, priorities and costs of a quality early childhood system and strategies for its implementation and governance. The Task Force will include extensive involvement of state and local agencies and organizations, as well as parents, professionals and the public, in its work.

Three Study Groups appointed by Task Force Chairperson Bob Kiss will examine available data, research and public input. Each group will meet in person three times during the summer and fall and make recommendations to the Task Force by early November. The meetings will be held in Charleston from 10:00 a.m. to 3:00 p.m. on the dates listed below.

The **System Design Study Group** will identify current and potential components of the EC system, including availability, participation and costs, and recommend improvements.

- Tuesday, July 23
- Wednesday, September 4
- Wednesday, October 30

The **Quality and Evaluation Study Group** will identify current and potential quality assurance mechanisms (program level and system level) and recommend improvements.

- Monday, July 29
- Wednesday, September 11
- Thursday, October 31

The **Finance and Governance Study Group** will identify current and potential options for finance and governance of the state's EC system and recommend improvements.

- Tuesday, July 30
- Thursday, September 5
- Tuesday, October 29

The Study Groups will also involve work between meetings and conference calls as needed. The recommendations will be used by the Task Force in drafting the Development Plan, which will be released for public comment in early December and finalized by the end of the year.

## Early Childhood Planning Task Force Study Group Composition

#	System Design	Quality and Evaluation	Finance and Governance
	The Early Childhood Advisory Council will recommend people who have statewide positions, within or outside of state government, for five positions.		
1	Birth to Three	Birth to Three	Birth to Three
2	Home Visiting	Home Visiting	Home Visiting
3	Child Care	Child Care	Child Care
4	Head Start / Early Head Start	Head Start / Early Head Start	Head Start / Early Head Start
5	Pre-K /early learning	Pre-K / early learning	Pre-K / early learning
	The Task Force will accept applications of other interested persons who have knowledge and experience related to the charge of the Study Group.		
6	Prenatal development	Prenatal development	At large
7	Child health	Child health	At large
8	Our Children, Our Future	At large	At large
9	At large	At large	At large
10	At large	At large	At large
	The Task Force will accept applications of parent leaders, who have children who have participated in early childhood programs and who are not employed by a program related to early childhood. (Parent leaders will receive mileage reimbursement for Study Group meetings.)		
11	Parent leader	Parent leader	Parent leader
12	Parent leader	Parent leader	Parent leader
13	Parent leader	Parent leader	Parent leader
	Task Force members are invited to serve on a Study Group.		
14	Task Force member	Task Force member	Task Force member
15	Task Force member	Task Force member	Task Force member

## Early Childhood Planning Task Force Study Group Process

1. Study Group meetings are open to the public and conducted in accordance with the state's open meetings law. Meeting dates, times and locations are posted on the Task Force website at [www.wvecptf.org](http://www.wvecptf.org) and with the Secretary of State at <http://apps.sos.wv.gov/adlaw/meetingnotices/>.
2. Study Group members are appointed by the Task Force chairperson, and only appointed individuals may formally participate in Study Group meetings.
3. Each Study Group will hold three face-to-face meetings in Charleston from 10:00 a.m. to 3:00 p.m., and lunch will be provided. Due to the size and length of the meetings, members will need to attend in person. Mileage will be reimbursed for members appointed as parent leaders and for Task Force members.
4. Study Group members bring an extensive array of talent, education, and experience to the project. All members will have the opportunity to respectfully share their ideas. Differing points of view are valued. A modified consensus decision-making process will be adopted and used by members.
5. Study Group members are asked to stay focused on the tasks at hand, remain positive and solution-oriented, and think "out-of-the-box". Organizations, communities, and systems evolve through innovation. Study Group participation should encourage imagination and creative thinking.
6. Study groups will adopt and utilize a strengths-based approach that emphasizes resources and capabilities. The organizations and communities that make up the Early Childhood system in West Virginia have great strengths upon which to base effective change strategies. A role of the Study Groups is to identify and maximize strengths.
7. Relationships are paramount. Lasting change can only occur with building and nurturing trusting relationships among key stakeholders. Strong relationships are important to everyone's success. Study Group members bring many things of value to the table, allowing relationships to flourish.
8. Inclusion and diversity are key elements of successful Study Group efforts. There are many talented individuals throughout the state. It is only in including diverse perspectives and talents in each Study Group that the full potential of West Virginia's Early Childhood system can be realized.
9. Honesty and integrity indicate respect for others. These qualities are key to any successful and fulfilling relationships. To be honest is to be real and build trusting bonds with others. Essential to honesty and integrity is open, clear, and concise communication. Study Group members are challenged to be transparent in all interactions.
10. Issues faced by the West Virginia Early Childhood system are multi-faceted and require holistic approaches. Realizing that the whole is greater than the sum of its parts, a comprehensive view can produce synergistic effects. Study Group members are encouraged to take a systemic approach in their work.

Early Childhood Planning Task Force  
Study Group Application for  
At-large Members and Parent Leaders

*Email application by July 5 to Julie Pratt, Project Director, at [julie@ontheridgeline.org](mailto:julie@ontheridgeline.org).*

Name of Applicant:

Organization (if applicable):

Email Address:

Phone Number:

Street Address:

City:

State:

Zip:

I am applying to serve on the following Study Group and am available on the meeting dates listed (indicate 2<sup>nd</sup> choice of Study Group if you have one):

System Design (July, 23, September 4, October 30)

Quality and Evaluation (July 29, September 11, October 31)

Finance and Governance (July 30, September 5, October 29)

Are you applying as a Parent Leader (someone who has children who have participated in early childhood programs and who is not employed by a program related to early childhood)?

Yes

No

Please provide a brief description of the knowledge and experience you would bring to the work of the Study Group: