

Strengthen and Support EC Administration and Leadership

Monday, February 29, 2016

Minnesota Department of Education, Room W-03

Group Website : <http://ecadmin.wikidot.com/ecfe-2-0>

Members: Joyce Beaird, Mike Brown, Elizabeth Fields, Karen Manske, Jessica Mattson, Mary Owen, Julie Ritter, Carrie Sell, Sue Stoner, Sue Underdahl, Beth Yokom

Strategy: Increase program administration knowledge, skills, and expertise.

Goal: Identify knowledge and competencies needed by early childhood coordinators. Discuss professional development for coordinators.

AGENDA

Time	Activity/Result
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10:00	Welcome and Overview - Mike Brown
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Result: Members have an overview of the history and need for the work.

10:15	Scope of Work - MDE Staff
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Result: Members explore the scope of potential work, from competencies to professional development. We will also determine what we want to focus on during our time.

11:15	Focus on Early Childhood Coordinator Competencies
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Result: Members work to identify competencies needed by coordinators. Compare competencies with other professions/fields.

12:00	Break and Working Lunch
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12:45	Focus on Professional Development for EC Coordinators
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Result: Members work to identify current preparation and professional development programs.

1:45	Next Steps
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Result: Members work on developing next steps for continued work.

2:00	End of Meeting
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Result: Members know roles, purpose, and goals for work.