

**Redesign Staff Meeting  
Friday, September 30, 2005  
MDE, Conference Room J, 2<sup>nd</sup> Floor  
1:00-4:00 p.m.**

**Minutes**

**Participants:** Joan Blough, Lindy Buch, Michael Gillespie, Lori Goike, Maureen Greer, Teresa Marvin, Michele McManus, Nancy Peeler, Dawn Ritter, Barb Schinderle, Vanessa Winborne

**Eligible Population Task Force:**

Redesign staff reviewed the list of potential invitees. Sheri Falvay will suggest additional members with a strong mental health background, in order to address the social/emotional issues, to join the Eligible Population Task Force. Lindy will also participate in the Task Force. The invitations will be sent electronically September 30, 2005.

The Eligible Population Task Force will make recommendations, which will need to be put together with the results of the fiscal study and the work of the Results Teams.

**Update from Leadership Team:**

Kristen McDonald, DHS representative on the Leadership Team for *Early On* Redesign, has taken a new position at MDE as Executive Assistant to the Superintendent, though she will remain in her current position until January 2006. DHS will appoint another representative for the Leadership Team.

The Leadership Team had a discussion regarding the current lack of state-wide, parent education and leadership training available to all families of young children in Michigan. Maureen shared that this issue has been identified as a critical need in the Redesign work. Tamara shared that these are the same issues the Parent Involvement Committee of the State Interagency Coordinating Council has been concerned about for years. Doug suggested that each Department look for funds to help to support this effort, sooner rather than later and that work on this issue be prioritized due to its critical importance.

The Leadership Team identified several different layers of parent support and education that are needed:

- Family training, as defined by IDEA Part C, which addresses how parents and other family members learn to enhance and support their child's development;
- Parent Education about the early intervention system including, the IFSP process and their rights as parents receiving services under Part C of IDEA;
- Leadership Training for all parents to support them to be actively engaged in policy, fiscal and programmatic decision-making; and
- Parent-to-parent linkages and mentoring (particularly for parents in various leadership positions).

The Leadership Team requested that a meeting be set up to discuss this issue in more detail. Organizations and individuals that can commit funds will need to be at the meeting. Potential invitees, including parents, were brainstormed and will be contacted. The agenda will include the review of several different models of true parent leadership and policy engagement, and will include the Parent Leadership Training Institute (PLTI) work from Connecticut and Florida's parent leadership model. The outcomes for the meeting are: Goals for the overall parent leadership, education and support effort; Identification of outcomes and expected deliverables from the effort; Commitment of financial support from each agency; Crucial Next Steps.

The Leadership Team does not review the convening of this meeting as jumping ahead of the Results Teams' outcomes. This meeting is an example of being opportunistic, to benefit *Early On*, since a fiscal opportunity has become available, and compelling information out of the Results Teams' work has surfaced, now is the time to get started. The Leadership Team views this type of parent involvement as broader than the current efforts underway within MDE in the Office of Special Education and Early Intervention Services or the Parent Participation Program at Children's Special Health Care.

**Review work from September 16<sup>th</sup> Results Team meeting:**

Redesign staff received the evaluations, which overall were positive.

Maureen shared articles on working together as a team and on organizational change. These articles will be helpful for the state agencies as they complete their internal review process for the *Early On* Redesign.

Each staff person will send her group the compiled strengths/weaknesses and strategies and work from their group. Maureen has already forwarded this information to all staff. Barb will make hard copies of the above-mentioned documents for Joan, Teresa, Dawn, Michele, and Vanessa's groups.

Nancy is working to confirm Carl Dunst to be the speaker for October 20<sup>th</sup>, Day 4. If he's not available, someone from ECO staff who knows about the child outcomes will be asked.

**State Performance Plan:**

The ECO Center's Family Survey is out.

Family Outcomes #1, #4, and #5 are not included on the SPP, at this time. Redesign staff recommends including them in Michigan's SPP because we adopted them and have been working on them throughout the Redesign process and feel they are important to the overall improvement of the *Early On* system. Under Part C Monitoring Priority Indicator #9, describing the General supervision system, would be a place to include these three outcomes.

Staff divided up sections of the SPP:

• **Part C Monitoring Priority Indicator #1**

**Staff:** Barb and Vanessa

**Data:** System Review Data, file review, a complete cycle.

Wayne State Survey

Wayne State interviews which were connected to record review

(if it's in the interview, we can use it, but not from the file review)

Discussion:

\* For future strategies, explain how we'd collect the data on every child.

\* Explain the new data system.

\* Define the word timely. To do this, a question will be asked on the Redesign website list serv, "What would you consider timely?" Parents will also be asked what they consider timely. Vanessa will check with Special Education's monitoring standards and look at Early Head Start for a definition. Interagency staff will submit their agency's definition of "timely" to Barb, who will compile them and include them when the question is posted.

**Part C Monitoring Priority Indicator #2**

**Staff:** Barb, Joan, Lori

**Data:**

**Part C Monitoring Priority Indicator #3**

**Staff:** Nancy, Barb, Joan, Lori (3A)

**Data:**

**Part C Monitoring Priority Indicator #4**

**Staff:** Nancy, Barb

**Data:**

**Part C Monitoring Priority Indicator #5**

**Staff:** Dawn, Teresa, Mischele

**Data:**

**Part C Monitoring Priority Indicator #6**

**Staff:** Dawn, Teresa, Mischele

**Data:**

**Part C Monitoring Priority Indicator #7**

**Staff:** Dawn, Teresa, Mischele

**Data:**

**Part C Monitoring Priority Indicator #8**

**Staff:** Dawn, Teresa, Mischele

**Data:**

**Part C Monitoring Priority Indicator #9**

**Staff:** Vanessa

**Data:**

**Part C Monitoring Priority Indicator #10**

**Staff:** Vanessa

**Data:**

**Part C Monitoring Priority Indicator #11**

**Staff:** Vanessa

**Data:**

**Part C Monitoring Priority Indicator #12**

**Staff:** Vanessa

**Data:**

**Part C Monitoring Priority Indicator #13**

**Staff:** Vanessa

**Data:**

**Part C Monitoring Priority Indicator #14**

**Staff:** Vanessa

**Data:**

**Next Steps:**

At the October 12<sup>th</sup> Redesign staff meeting, continue discussing the Part C Monitoring Priority Indicators.

Barb will e-mail the website for the SPP to staff.

Mischele and Barb will discuss data possibilities for each Indicator and share with staff.