



**Inclusive Early Education Expansion Program (IEEEP)**  
**Leadership Meeting Notes**  
**Wednesday, March 16, 2022 9:00-10:30 am**

**Present:** S.Moon, M.Castro, E.Chavez, D.Banuelos, V.Boriak, M.Reilly,  
 L.Hindman-Holbert, L.Sandoval, M.Sluggett, L.Orosco, D.Brody, L.Mendoza,  
 L.Gonzalez, D.Coronado, E.Guerrero, A.Renteria and A.Cervantes

**IEEEP Staff:** K.Lathrop, D.Munoz, M.Tursic,

Time	Agenda Item	Presenter/s
9:00	<p><b>I. Welcome and Introductions</b></p> <ul style="list-style-type: none"> <li>● D. Munoz - Welcomed all members to the meeting and started the meeting at 9:03 am.</li> <li>● M.Tursic (IEEEP clerical support), A. Cervantes (Walnut Ave) and K. Lathrop (IEEEP consultant) introduced to group,</li> <li>● All leadership members introduced themselves.</li> </ul>	All
9:10	<p><b>II. IEEEP Grant Accomplishments To-Date</b></p> <ul style="list-style-type: none"> <li>● We established a monthly Leadership Team as required by the grant.</li> <li>● WestEd. administrators of grant, is conducting an evaluation of the IEEEP grantees progress. They plan to send surveys to all IEEEP programs who participated in professional development sponsored by the grant. A list of center site contacts is due on Friday, March 18th.</li> <li>● Partnerships are at the heart of the grant goals, we are partnering with Special Parents Information Network to update their SPIN Resource Guide. Liz Chavez has joined our team and is here this morning.</li> </ul>	Diane

	<ul style="list-style-type: none"> <li>● 12 IEEEP trainings that met the required and recommended topic areas were provided from January 2020 to March 2022. In spite of a pandemic.</li> <li>● The number of training topics does not represent the total amount of training due to added training needed so they were offered many times separately in English and Spanish.</li> <li>● D. Munoz is working with COE HR Dept. to onboard 2 mental health consultants to COE.</li> <li>● Collaborating with Tech Dept. to create access to all IEEEP resources to programs, staff and communitie online via web pages and padlets.</li> <li>● D. Munoz onboarded M.Tursic &amp; K.Lathrop to complete the IEEEP grant team.</li> <li>● Today we will meet another grant goal by creating an IEEEP strategic plan to build sustainability of the grant. The state IEEEP administrators are eager to read.</li> </ul>	
<p>9:15</p>	<p><b>III. IEEEP Training Topics and Input Session</b></p> <ul style="list-style-type: none"> <li>● D. Munoz shared and reviewed the IEEEP training matrix that included all training offered to IEEEP ELCs from 2020 to present day.</li> <li>● It is common practice that training was offered in English and Spanish or in English with a Spanish interpreter.</li> <li>● D. Cox- Great resource to be in the special education and early care community.</li> <li>● J. Little - N.County SELPA would like to help with training, per D. Munoz.</li> <li>● L.Holbert- Requesting more information re: 12 previous training sessions and access?</li> <li>● L.Orosco- Training info as well, suggests information for the medical process of steps to get services.</li> <li>● E.Guerrero- Suggests survey about training, disabilities.</li> <li>● M. Sluggett- Noted that LOSD have speech services in preschool, if an LEA.</li> <li>● A.Renteria- A chart of processes to help with the path of getting diagnosed and receiving services would be helpful.</li> <li>● D.Brody, D.Munoz &amp; L.Holbert - discussed transportation to services is an issue for</li> </ul>	<p>Diane/Kathy</p>

	<p>some families. Access &amp; equity issues (can be pandemic related) IEP's falling on families</p> <ul style="list-style-type: none"> <li>● A.Renteria- Suggest revisit of meeting date to include Nicole &amp; Jessica. K.Lathrop response with personal outreach - will reach out to them.</li> </ul>	
10:00	<p><b>IV. Strategic Planning Part I: Map-Out Vision &amp; Goals for IEEEP Grant</b></p> <ul style="list-style-type: none"> <li>● K. Lathrop - walked the members through a Vision/Mission statement input exercise and gathered statements.</li> <li>● K. Lathrop - What would our success look like 5 years from now?</li> <li>● K.Lathrop - noted all ideas and statements and added them to the chat.</li> <li>● PowerPoint slide of four areas of strategic plan - Partnerships with regional center SELPA, ELC Programs/SPIN</li> <li>● Training for early ed staff &amp; for families</li> <li>● Google form will be sent re: <b>Strategy?</b></li> <li>● Note to all- keep track of trainings &amp; participation in regard to this grant</li> </ul>	Kathy Lathrop
10:20	<p><b>V. Training Input Discussion</b></p> <ul style="list-style-type: none"> <li>● L.Holbert, D.Munoz- discussed including ASQ as a county capacity building, training.</li> <li>● L.Gonzales, K.Lathrop- ACT Early Tool, website for milestones: <a href="https://www.cdc.gov/ncbddd/actearly/index.html">https://www.cdc.gov/ncbddd/actearly/index.html</a></li> <li>● V.Boriak- Offered input on future ASQ training and collaborations, materials @ First 5.</li> <li>● L.Mendoza- Uses ASQ at their site, has one person conducting ASQs and it's successful.</li> <li>● L. Chavez - Shared that SPIN is offering IEP trainings that are open to early educators. Will send flyers to D. Munoz to distribute.</li> <li>● Future meeting schedule was discussed. The Team agreed to continue the monthly meetings, but set aside time for programs to share inclusion topics and issues.</li> </ul>	All
10:35	<p><b>VI. Resources Update</b></p> <ul style="list-style-type: none"> <li>● D. Munoz - WestEd. survey &amp; contact info needed by Thursday, March 17th</li> </ul>	Diane

	<ul style="list-style-type: none"> <li>• S.Moon- Update and information about upcoming trauma informed care training, offered in Spanish &amp; English, “Historical Trauma”</li> <li>• S.Moon - mentioned CDSS flier regarding stipends for family child care and exempt providers, needs clarification.</li> </ul>	
<b>10:41</b>	<b>VII. Adjourn</b> <ul style="list-style-type: none"> <li>• Meeting adjourned at 10:41am</li> </ul>	All