

Torrington Early Childhood Collaborative (TECC)
Steering Committee Meeting Minutes

Meeting was held 2/18/11.

Called to Order by Chair Mary Cecchinato at 9:05a.m.

In Attendance: Mary Cecchinato, Doreen Deary, Heather Dinneen, Cindy Guerreri, Elaine Hanscom, Cheryl Kloczko, Donna Labbe, Cheryl Petersen, Karla Woodworth

Minutes for the December meeting were distributed previously by email since the January meeting was cancelled due to poor weather.

Discussed:

Grants and Committee updates will be emailed to steering committee members to allow time at this meeting for a self assessment and next steps discussion to occur.

Community Self Assessment tool from William Caspar Graustein Memorial Foundation (WCGMF) was used to discuss measures of success in the following areas: Collaboration, Parent Leadership and Engagement, Local Leadership, Staff Support, and Meaningful Local Match. Strengths and weaknesses in each area were discussed and will be submitted to WCGMF.

Next Steps for TECC- Discussed pros and cons of pursuing federal charitable 501(c)3 status for the collaborative. Discussed the need for succession planning.

TECC will have a presence at Governor Malloy's town hall visit to Torrington to highlight early childhood education.

Next meeting is scheduled for March 18th.

Meeting adjourned at 11:00a.m.

Submitted by Elaine Hanscom

	Indicators	Column #	Comments/Helpful Tools
Collaboration	Broad and Inclusive Collaborative	3	Define diversity and what do we consider "representing"?
	Engaged Collaborative Group	2	
	Strategic Use of Data	3	No formal report cards or presentation, although some of the points in 4 have been addressed
	Governance Structure with Working Committees	4	Policy/Procedure manual is in progress.
			Comments/Helpful Tools
Parent and Local Leadership	Parent Leadership & Engagement	4	Use the Parent Work Group to offer more systematic training. Look at ways to engage parents and develop leaders after they have attended a training
	Support of Mayor/Chief Elected Official (CEO)	4	No regular meetings with the group, although supportive in many ways. Plan to invite to an annual meeting
	Support of Superintendent	4	
	Strong Collaborative Leadership (CHAIR)	4	Policy/Procedure manual is in progress, will outline the succession plan for leaders
	Engaged Collaborative Agent (CA)	4	
	Community Champion/Spokesperson	2	Need to identify and engage a single community spokesperson over the next year
			Comments/Helpful Tools
Staff Support	Strong and Skilled Facilitator (COORDINATOR)	4	
	Coordinator time is at least 20 Hours	4	
			Comments/Helpful Tools
Meaningful Local Match	Meaningful Local Match	4	Point 4.2 cannot be addressed under current fiscal sponsor arrangement, looking to consider 501 c 3 application in the next year

