

**Panhandle Workforce
Development Board
Child Care
Advisory Committee
Meeting Agenda
October 23, 2024**



NOTICE OF MEETING

A meeting of the Panhandle Workforce Development Board's Child Care Advisory Committee will be held at 1:00 p.m. on Wednesday, October 23, 2024. Committee members and individuals from the public may access the meeting in person at Workforce Solutions Panhandle, 3120 Eddy Street, Amarillo, Randall County, Texas.

In order to accommodate Committee Members and members of the public who may want to access the meeting remotely a hybrid link is provided pursuant to Texas Government Code Section 551.127 with more than three counties in the State of Texas being represented on the Board. This notice complies with Texas Government Code Chapter 551, Open Meetings Act, Section 551.041 (Notice of Meeting Requirements); Section 551.043 (Time and Accessibility of Notice Requirements); Section 551.053 (Notice Requirements of a Political Subdivision Extending into Three or More Counties) and Section 551.127 (Videoconference Call). The notice has been filed at least 72 hours before the scheduled time of the meeting with the Secretary of State's Office, the Potter County Clerk's Office and has been posted in the Administrative Office of the Panhandle Regional Planning Commission.

Members and individuals of the public interested in attending this meeting by videoconference may do so by logging onto:

<https://us02web.zoom.us/j/87584079625?pwd=pXX9bXX6anQo2mcmRxlfeInq51aGss.1>

Or may participate by phone (346) 248-7799

Meeting ID: 875 8407 9625 - Passcode: 987378

A copy of the full agenda packet for this meeting can be found on the PRPC's website at <http://www.theprpc.org>

The Committee shall provide an opportunity for oral comments from the public during the meeting. Each person wishing to make a public comment shall be limited to three (3) minutes and limited to speaking once per comment period. Comments shall be directed to the Committee as a whole. Individual Committee members will not respond to questions. In the event that a group of persons supporting/opposing the same position desires to be heard, in the interest of time, a spokesperson shall be designated to express the group's position.

AGENDA

1. **CALL TO ORDER**
2. **INITIAL PUBLIC COMMENT PERIOD**
3. **MINUTES**

Members will be asked to consider approval of the minutes from the Committee's meeting held on July 24, 2024.

4. **SCHEDULING NEXT MEETING**

Members to determine the time for the next scheduled meeting on January 22, 2025.

5. **CHILD CARE SERVICES PROGRAM UPDATE**

Gracie Aragon, Workforce Development Program Specialist, will provide an update on the Child Care Services program. No action by the Committee is required.

6. **CHILD CARE PROVIDER UPDATE**

Karron Gilbreath, Workforce Solutions Panhandle Provider Services Lead, will provide an update on the Child Care Providers in our area. No action by the Committee is required.

7. **CHILD CARE PROGRAM PERFORMANCE UPDATE**

April Slatter, Workforce Solutions Panhandle Child Care Services Program Manager, will discuss Child Care Program Performance. No action by the Committee is required.

8. **CHILD CARE QUALITY UPDATE**

Cynthia Hixon, Workforce Solutions Panhandle Child Care Industry Support Specialist, will provide:

- A review of the Needs Assessment Survey Report
- An update on the Child Care Quality (CCQ) funding/purchases

No action by the Committee is required.

9. **CHILD CARE CLASSROOM MATERIALS**

Heather Reid, Workforce Development Contract/Accounting Manager, will provide a summary of the purchase of Child Care Classroom Materials as was presented to the PRPC Board of Directors on September 26, 2024. No action by the Committee is required.

10. **OPEN DISCUSSION**

11. **CURRENT MEMBERSHIP LIST**

12. **FINAL PUBLIC COMMENT PERIOD**

13. **ADJOURN**

PUBLIC NOTICE

This notice complies with Texas Government Code Chapter 551, Open Meetings Act, Section 551.041 (Notice of Meeting Requirements); Section 551.043 (Time and Accessibility of Notice Requirements); and Section 551.053 (Notice Requirements of a Political Subdivision Extending into Four or More Counties). The notice has been filed at least 72 hours before the scheduled time of the meeting with the Secretary of State's Office, the Potter County Clerk's Office and has been posted in the Administrative Office of the Panhandle Regional Planning Commission.

Posted this 15th day of October 2024, at 415 Southwest Eighth Avenue, Amarillo, Texas, at 1:00 p.m.



Leslie Hardin



ITEM 3

Minutes



PANHANDLE REGIONAL PLANNING COMMISSION
Panhandle Workforce Development Board's Child Care Advisory Committee
Minutes
July 24, 2024

The regular meeting of the Panhandle Workforce Development Board's Child Care Advisory Committee was held at 1:00 p.m. on Wednesday, July 24, 2024.

In order to accommodate Committee members and members of the public who wanted to access the meeting remotely, a hybrid link was provided pursuant to Texas Government Code Section 551.127 with more than three counties in the State of Texas being represented on the Panhandle Workforce Development Board. This notice complies with Texas Government Code Chapter 551, Open Meetings Act, Section 551.041 (Notice of Meeting Requirements); Section 551.043 (Time and Accessibility of Notice Requirements); Section 551.053 (Notice Requirements of a Political Subdivision Extending into Three or More Counties) and Section 551.127 (Videoconference Call). The notice was filed at least 72 hours before the scheduled time of the meeting with the Secretary of State's Office, the Potter County Clerk's Office and was posted in the Administrative Office of the Panhandle Regional Planning Commission.

Committee members and individuals from the public who desired to attend in person, accessed the meeting at Workforce Solutions Panhandle, 3120 Eddy Street, Amarillo, Randall County, Texas.

MEMBERS PRESENT:

- Gracie Aragon
- Karron Gilbreath
- Kristi Hanes
- Victoria Hughes
- Trena Rider
- Skylar Seaton
- Kim Winegeart
- Mikki Wossum

OTHERS PRESENT:

Cynthia Hixon, Workforce Solutions Panhandle

Trent Morris, Workforce Solutions Panhandle

April Slatter, Workforce Solutions Panhandle

PANHANDLE WORKFORCE DEVELOPMENT BOARD STAFF PRESENT:

Kathy Cabezuela, Amanda Leal, and Heather Reid.

1. CALL TO ORDER
Ms. Rider called the meeting to order and noted that a quorum was present.
2. INITIAL PUBLIC COMMENT PERIOD
None.
3. MINUTES
Members considered the approval of the minutes from the Committee's April 24, 2024 meeting. Ms. Wossum moved to approve the minutes as presented. Ms. Winegeart seconded the motion; the motion carried.
4. INTRODUCTION OF NEW MEMBERS
Ms. Seaton was introduced as the New Member of the Committee. No action by the Committee was required.
5. SCHEDULING UPCOMING MEETINGS
Members were asked to determine the next scheduled meeting date and time. Members agreed that the next meeting of the Committee will be on Wednesday, October 23, 2024 at 1:00 p.m.
6. CHILD CARE PROVIDER UPDATE
Karron Gilbreath, Workforce Solutions Panhandle Child Care Provider Services Lead provided an update on the Child Care Providers. No action by the Committee was required.
7. CHILD CARE PROGRAM PERFORMANCE UPDATE
April Slatter, Workforce Solutions Panhandle Child Care Services Program Manager, discussed the Child Care Program Performance. No action by the Committee was required.
8. CHILD CARE QUALITY UPDATE
April Slatter, Workforce Solutions Panhandle Child Care Services Program Manager, provided an update on the Child Care Quality (CCQ) funding. No action by the Committee was required.
9. CHILD CARE POLICIES
Members were asked to consider the recommendation of rescinding local policies to become effective once TWC issues the updated Child Care Services Guide. Ms. Hanes moved to recommend rescinding the local policies to become effective once TWC issues the Child Care Services Guide. Ms. Wossum seconded the motion; the motion carried.
10. CHILD CARE SURVEY
Members were sent a Child Care Survey prior to meeting and items from the survey were discussed. No Action by the Committee was required.
11. NONTRADITIONAL – HOURS CHILD CARE
Members discussed Nontraditional-hours Child Care. Ms. Hanes shared her personal experience with nontraditional-hours child care. No action by the Committee is required.
12. OPEN DISCUSSION
Members discussed methods for gathering feedback from different individuals within the child care sector to see where child care quality spending is needed the most.

13. CURRENT MEMBERSHIP LIST

Informational item only. No action by the Committee is required

14. FINAL PUBLIC COMMENT PERIOD

None.

15. ADJOURN

There being no further business to come before the Committee, Ms. Wossum moved that the meeting adjourn. Ms. Hughes seconded that motion; the meeting adjourned.



ITEM 8

Child Care Quality

Needs Assessment Survey Report

The Family Needs Assessment had 75 responses.

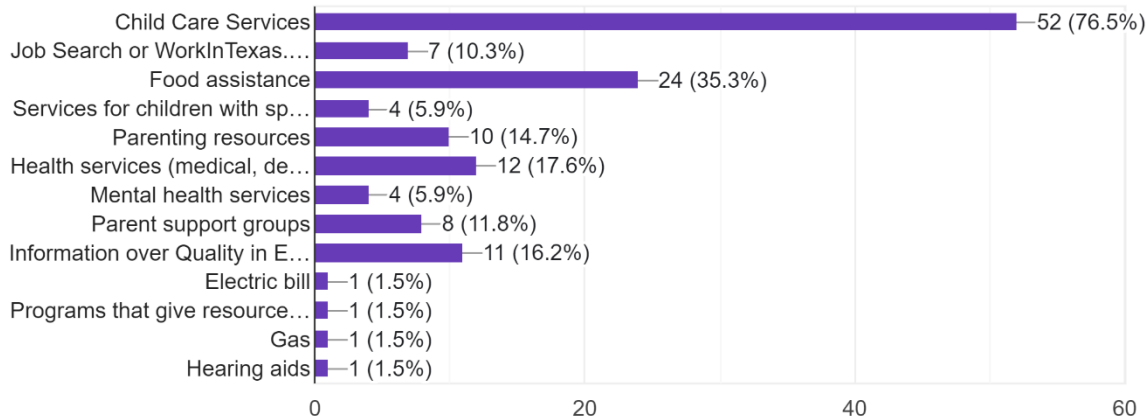
The Texas Rising Star Needs Assessment all Mentors along with the Mentor Lead responded.

The Early Learning Program Needs Assessment had 21 Responses with one of them being a duplicated response and 1 response from a ELP whom currently does not have a CCS agreement.

Family Needs Assessment:

Services - Indicate below the services in which your family is interested in learning about or for which your family needs additional support and resources (please check all that apply)

68 responses



Results:

- 76.5% want more information and support for CCS
- 35.3% want information on Food Assistance
- 17.6% want information on Health Services

What supports or resources would you like to see at your child's Child Care Program?

Most responded with N/A or that everything is good.

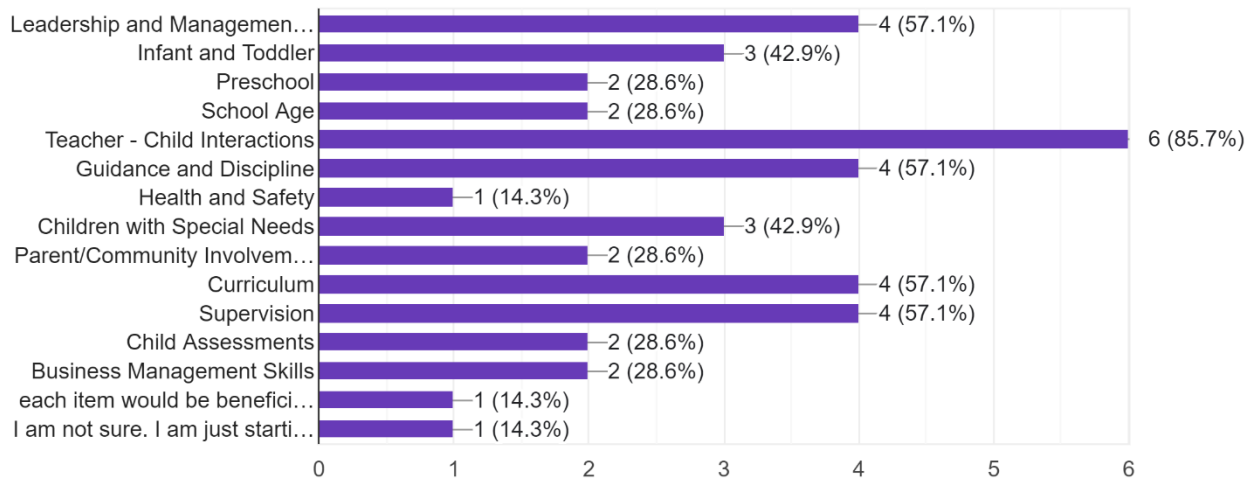
Other Responses:

- For them to actually answer the phone when you call or call you back when you leave a message
- Education
- help with pampers, wipes, hygiene for baby for free for low income families, easy access for resources
- Parenting and support
- Servicio aprendizaje del habla – Speech Services
- More Activities Such As Dressing Up For Holidays , Dad & Donuts etc
- Easier renewal. Someone to call with questions about enrollment and renewals.
- Live cameras
- More keep sake activities at daycare
- App
- Baby formula, assistance with gas, food
- Apoyo económico – financial support
- Food or utility assistance
- Info on community gatherings, more therapy resources, parent classes or parent interaction gatherings. Budget friendly recipes/food resources. Clothing resources
- Camera access for all parents. Or required photos every hour to see my child through the day.
- snack pack for kids,
- Learning manners and etc.
- Lunch help.
- Small groups
- Day to day updates

Texas Rising Star Staff Needs Assessment:

Professional Development - Indicate the professional development topics in which the child care and early learning programs you work with would be interested or need support (check all that apply)

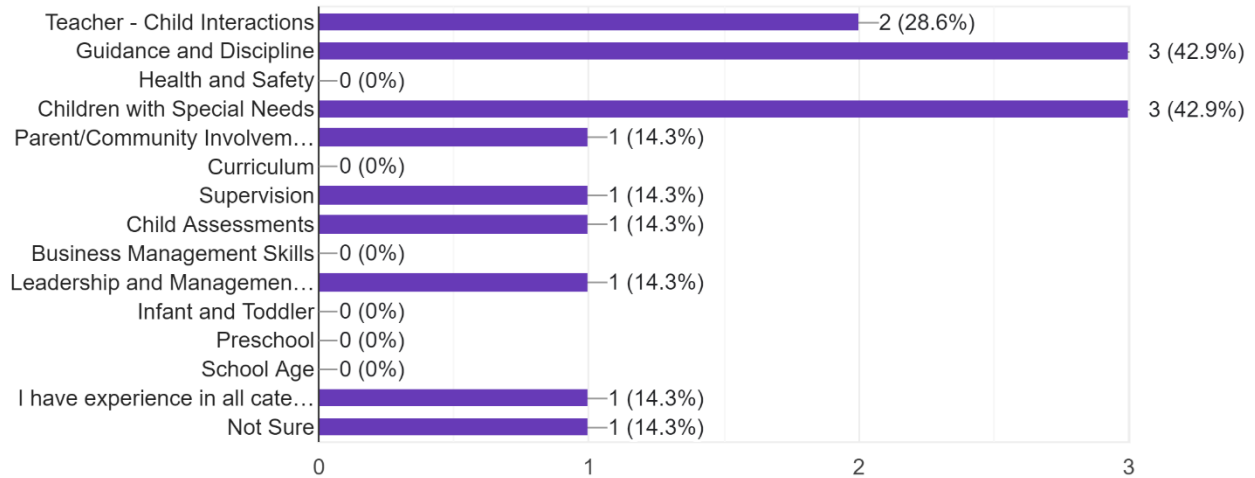
7 responses



- 85.7% Teacher – Child Interactions
- 57.1% Leadership and Management
- 57.1% Guidance and Discipline
- 57.1% Curriculum
- 57.1 % Supervision

Indicate the professional development topics in which you would be interested or need support in order to assist the child care and early learning programs with which you work (check all that apply)

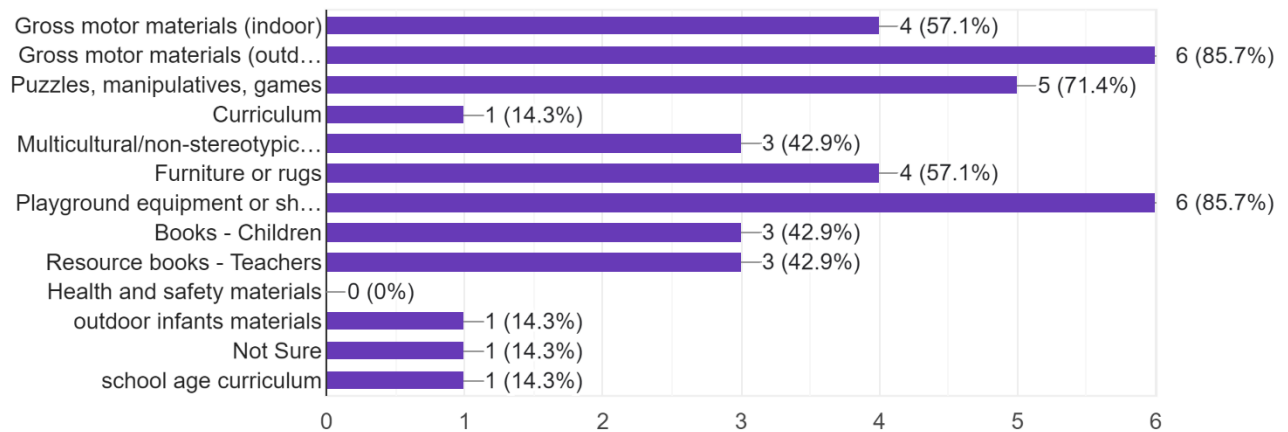
7 responses



- 42.9% Guidance and Discipline
- 42.9% Children with Special Needs
- 28.6% Teacher – Child Interactions

Materials/Equipment - Indicate the materials and/or equipment are most needed to support the child care and early learning programs you work with (check all that apply)

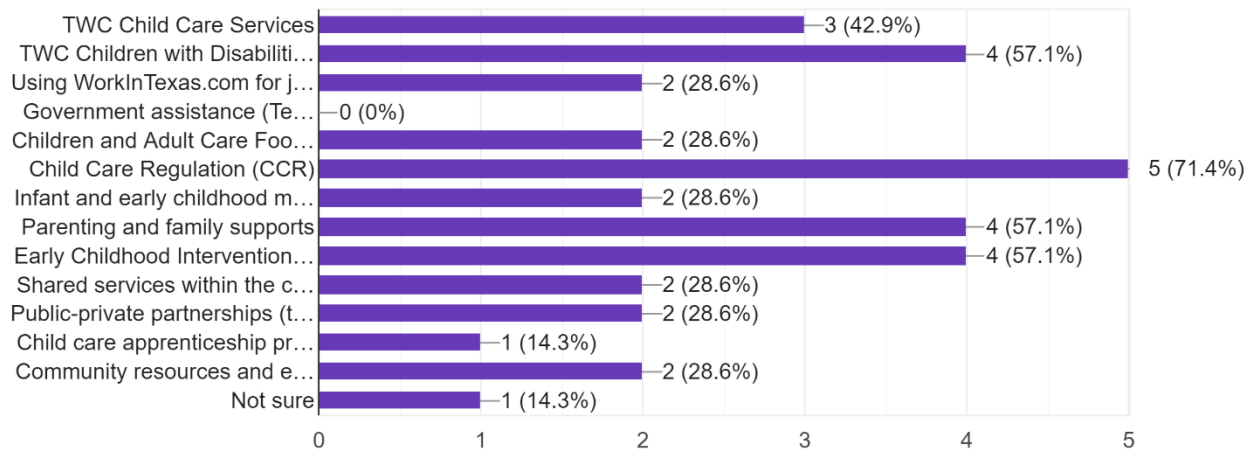
7 responses



- 85.7% Gross Motor Outdoor
- 85.7% Playground equipment
- 71.4% Manipulatives
- 57.1% Gross Motor Indoor
- 57.1% Furniture

Resources - Indicate the resources you and/or the child care and early learning programs with which you work are interested in learning more about and resources are needed (check all that apply)

7 responses



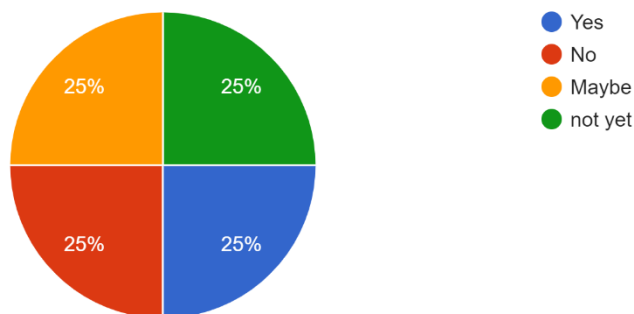
- 71.4% CCR Resources
- 57.1% TWC Children with Disabilities
- 57.1% Parenting and Family Supports
- 57.1% ECI

Are there any additional needs for the programs with which you work or any additional personal professional needs. 2 responses

Special Needs is a big one in all my centers and basic classroom management children with special needs support in the classroom has been frequently requested

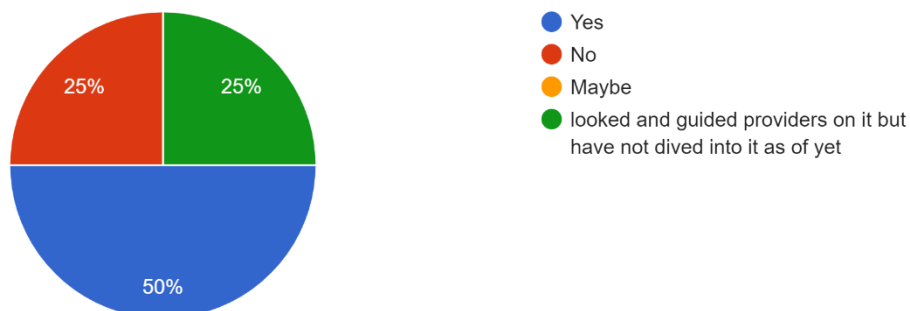
Teaching Strategies Coaching Membership - Did you use the coaching app

4 responses



Did you use the Hub or the Coaching Corner and or Trainings

4 responses



If you did not use the Teaching Strategies Coaching app, please explain why

2 responses

*to busy onboarding all the centers before deadline
so many sites and apps not really sure if i remember what it was specified for*

If you used the Hub or the Coaching Corner and or Trainings , what did you like most

1 response

specified trainings for specified activities- not just general activities- i.e. utilizing books, utilizing toys etc

If you did not use the Hub or the Coaching Corner and or Trainings, please explain why

1 response

to busy onboarding all the centers before deadline

What is your overall feedback on the Teaching Strategies Coaching Membership

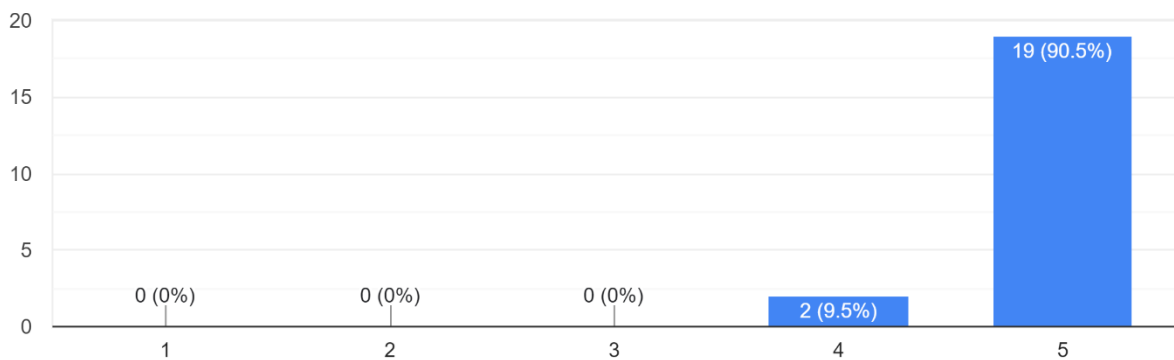
2 responses

*I want to dive more into it starting mid October.
just need more guidance as to what purpose it serves me and my ELP*

Early Learning Program Needs Assessment:

How important would you rate scholarships for teachers and staff to your program

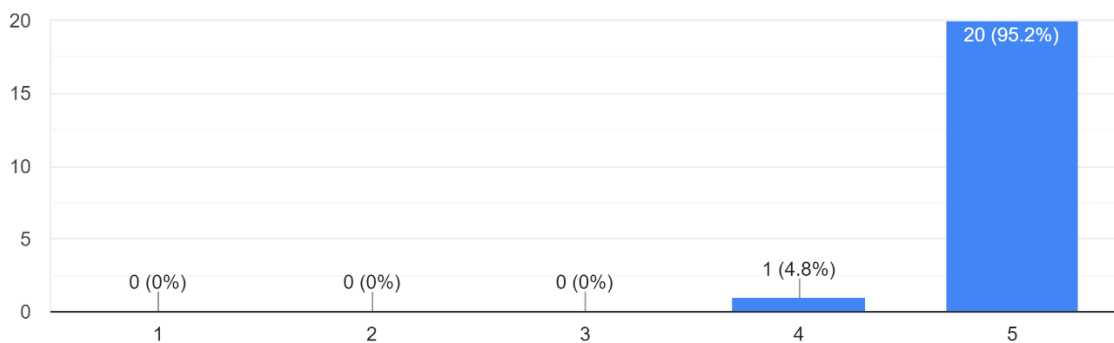
21 responses



❖ **ELP report Scholarships are extremely important to the programs.**

How important would you rate wage supplements for teachers and staff to your program

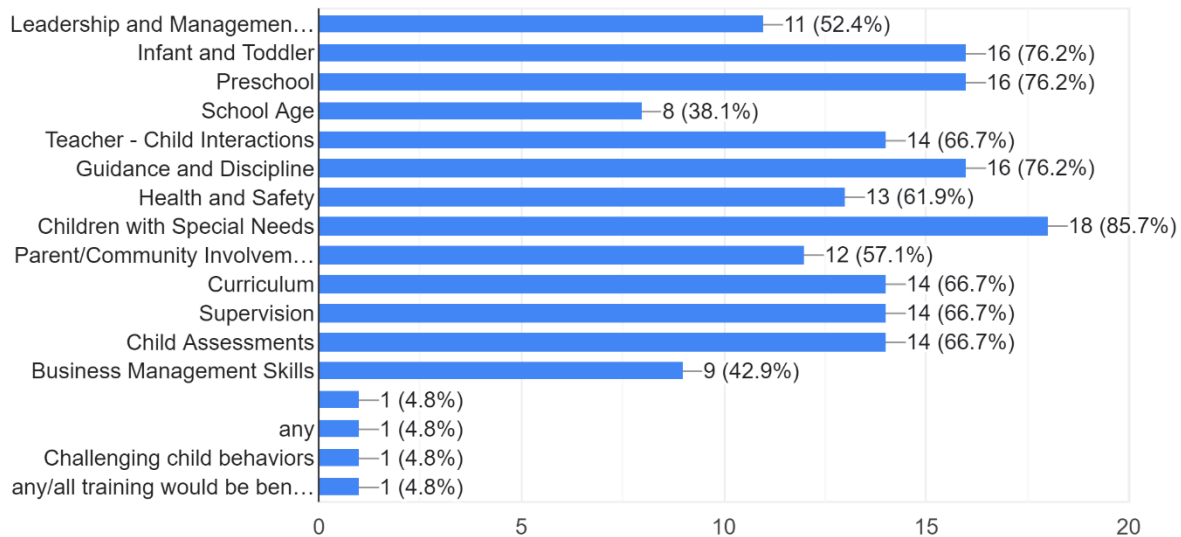
21 responses



❖ **ELP report wage supplements are extremely important to the programs.**

What types of trainings do you and your staff need support attaining

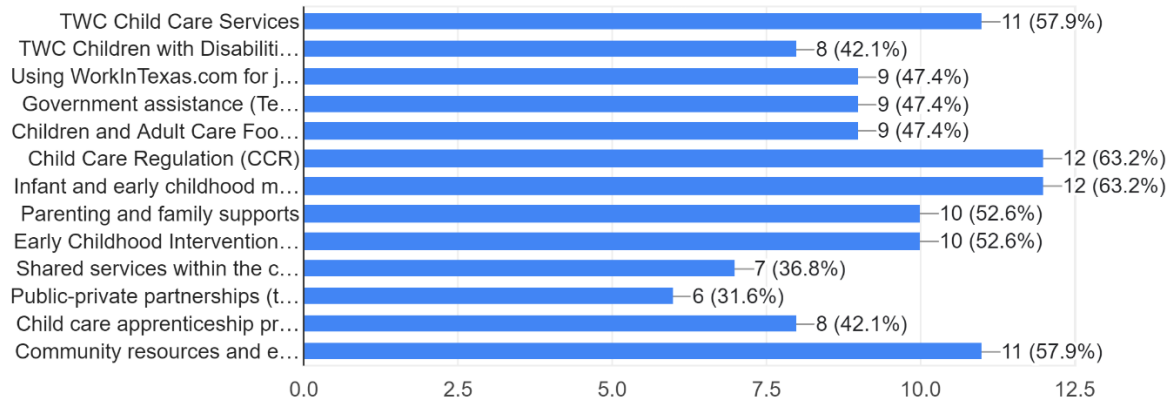
21 responses



- 85.7% Children with Special Needs
- 76.2% Infant and Toddler Trainings
- 76.2% Preschool Trainings
- 76.2% Guidance and Discipline

Resources - Indicate the resources the early learning program is interested in learning more about or for which additional support and resources are needed (check all that apply)

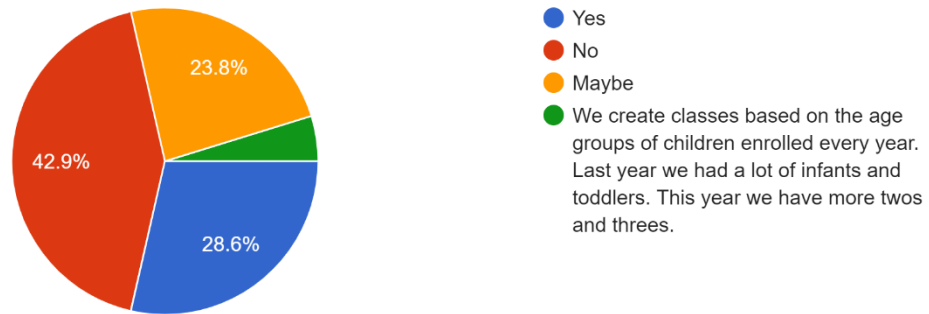
19 responses



- 63.2% CCR
- 63.2% Infant and early childhood mental health
- 57.9% TWC CCS
- 57.9% Community Resources and Events

Does your program plan on expanding in the next 12 months by adding additional classrooms or facilities

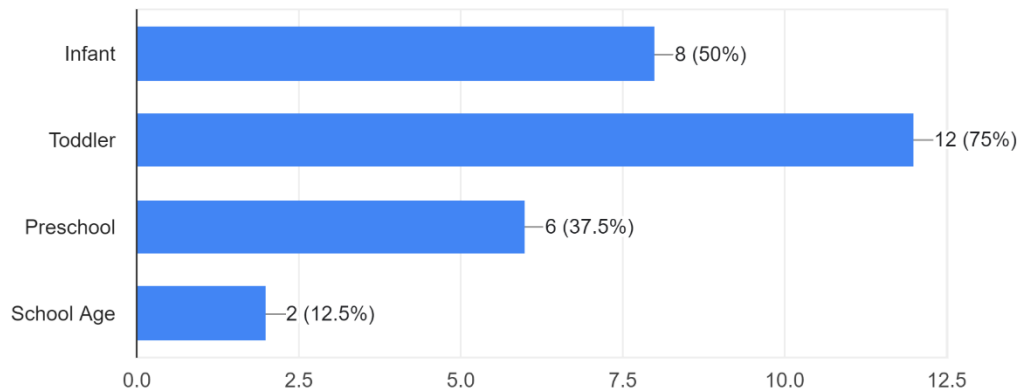
21 responses



❖ **Half of the responding providers say they do or may have plans to expand their programs' capacity.**

If your early learning program has the ability to expand what age group would be included

16 responses



❖ Of the responding programs that say they do or may expand their programs toddlers and infants are the most common age group to expand.

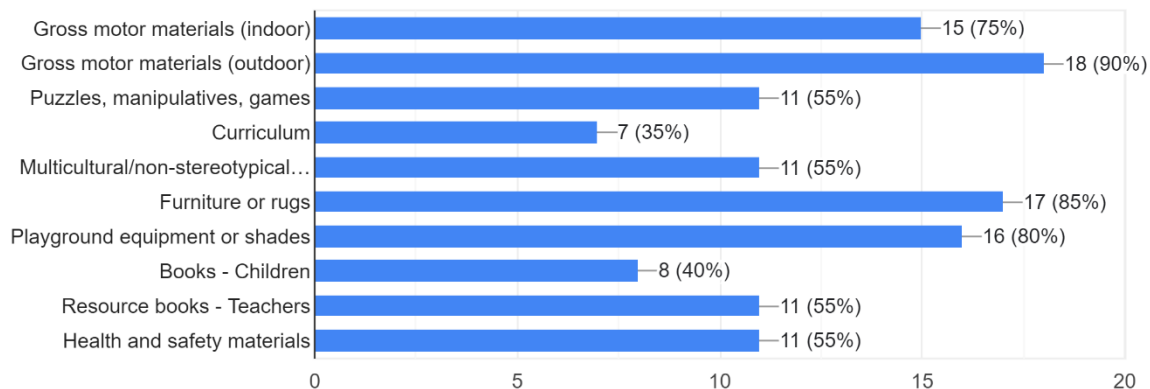
What supports would you need to expand your program

15 responses

- Staff, training, updating licensing to include school-age children, supplies
- Staff retention
- Financial support and more educational for teachers and directors
- Classroom environments/materials
- funding for furniture and materials. possible help with remodeling to add in a bathroom.
- money to buy new building
- Add room to building
- staff
- Classroom shelves, toys, carpets, staff
- Staffing and Classroom Furniture/Supplies
- Caregiver, items to open the classroom such as shelves and things to complete the classroom
- classroom equipment and classroom materials
- staffing

Materials/Equipment - Indicate the materials and/or equipment that are most needed to support the child care and early learning program you work w...-quality care and education (check all that apply)

20 responses



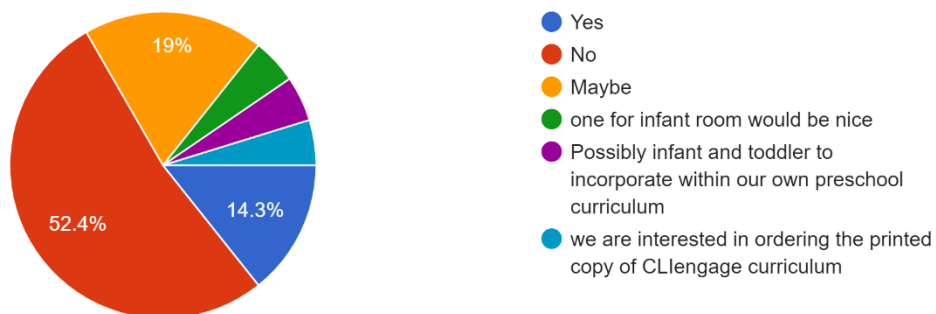
- 90% Gross motor materials outdoor
- 85% Furniture
- 80% Playground equipment
- 75% Gross Motor materials indoor

Describe what types of materials does the early learning program need (classroom materials / outdoor materials etc.) and in what age group

- *preschool ages- science, math, manipulatives, gross motor, multicultural, literacy, etc.*
- *We need shading for our two playgrounds, playground equipment/structures for toddlers-three-year-olds, and we added an indoor playground room that desperately needs more equipment for the kids to enjoy when the weather isn't conducive to outdoor play! We also really need good home/dramatic play center furniture and new rugs.*
- *Infants- gross motor indoor / outdoor, shades, climbers*
- *art supplies, playground equipment, chalk, bikes, helmets, paints, rocking chairs, new changing tables, changing table mats, rugs, sound machines*
- *Learning materials toys including sensory books and toys for infant's curriculum to get kids ready for school outdoor equipment for infant, toddlers and school age kids.*
- *Books, manipulatives, balls, art materials, for all ages*
- *gross motor for indoor play. non-stereotypical books and materials for different themes. all age groups. we would also like a better infant stroller for going on walks that sits 3-4 kiddos*
- *books, outdoor toys, sensory toys,*
- *Outdoors*
- *climbing furniture for classrooms*
- *grass instead of weeds, new play equipment*
- *Tricycles (Tiny tot and 2's) Shaded covered play equipment outside (infant and toddler)*
Wind chimes for outside,
- *Furniture that toddlers can climb and explore safely. Toddler safe manipulatives for learning centers and outdoor play and exploration equipment*
- *We would be starting from scratch indoor and outdoor.*
- *outdoor materials*
- *manipulatives, puzzles, fine motor skills*
- *rugs, swings, playhouses, tunnel, etc. all ages*
- *We can find a use for anything that is geared towards 4-12-year-olds.*
- *Outdoor equipment, Rugs, toddler equipment*

Does the early learning program need curriculum

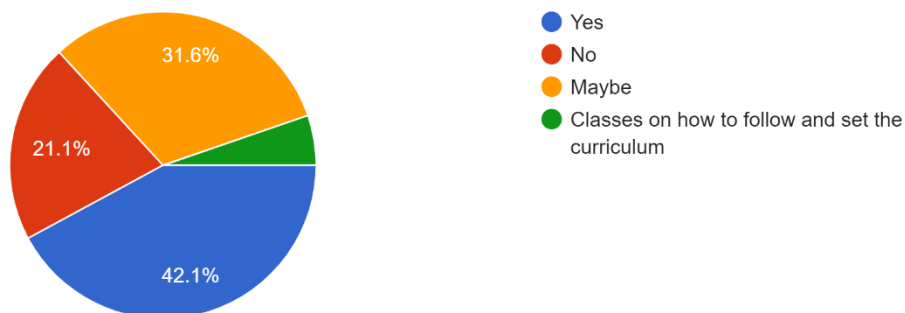
21 responses



- ❖ A majority of responding programs are using Creative Curriculum, some providers are asking for print materials of the CLI engage Circle curriculum Infant and Toddler and Preschool.

Does the early learning program need additional support in using curriculum

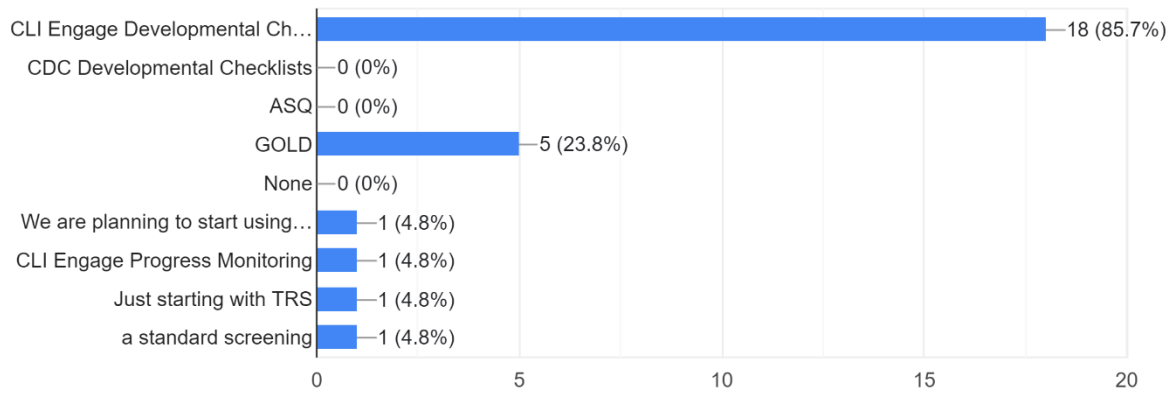
19 responses



- ❖ Responding programs state needing curriculum implementation support.

What developmental screening tool is the early learning program using

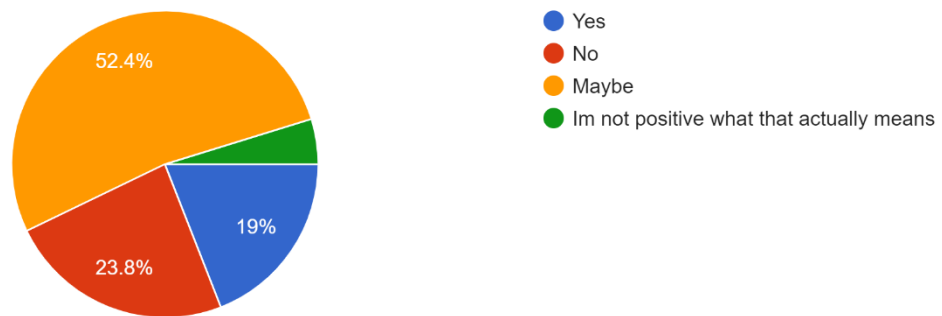
21 responses



❖ Programs are primary using CLI engage Developmental Checklist or Gold.

Does your program have any plans to work towards a national accreditation

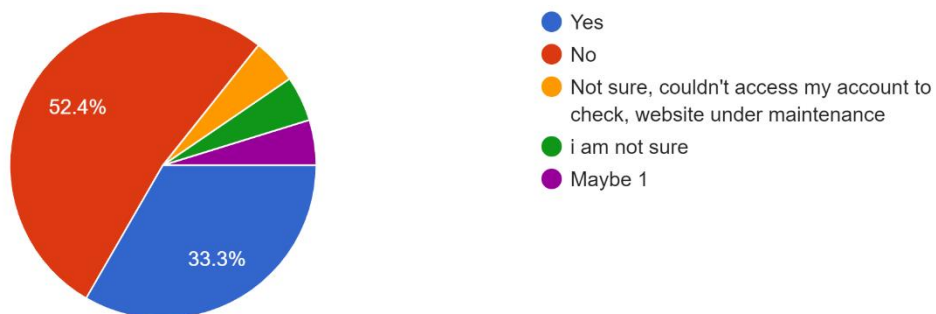
21 responses



❖ 19% of responding programs have plans to work towards national accreditation 52.4% have thought about working towards national accreditation.

Have you participated in the Director PLC

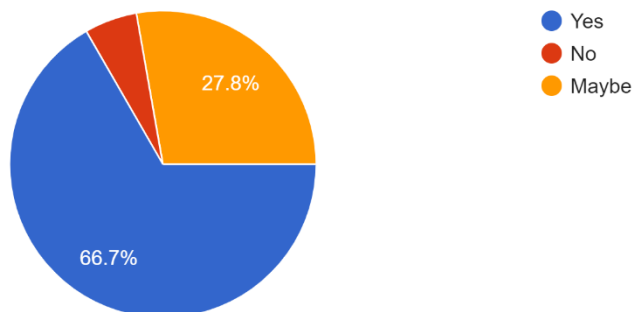
21 responses



- ❖ 33.3% of responding programs have participated in the Director PLC, some responded not knowing what it is.

Would you promote a Teacher PLC to the staff in your program

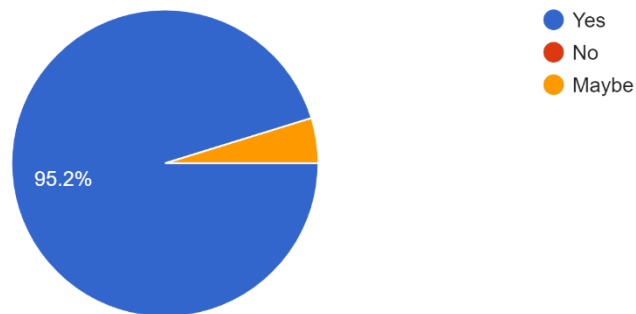
18 responses



- ❖ 66.7% of responding programs said they would support a Teacher PLC.

Would your early learning program be interested in staff wellness resources

21 responses



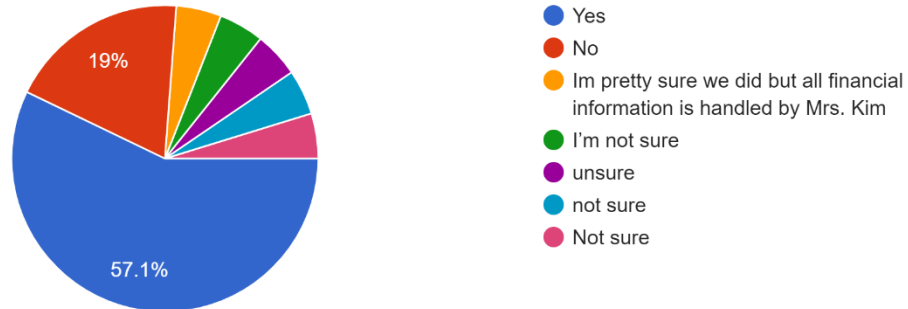
❖ 95.2% of responding programs would be interested in staff wellness resources.

What Texas Rising Star supports does your early learning program need

- *Continued Mentor support from our Coach Aimee.*
- *We'll take any help we can get - we want to provide the best we possibly can for our kiddos*
- *Our mentor is great.*
- *schedule maybe*
- *Our mentor is doing a great job supporting our staff and leadership.*
- *more furniture for centers*
- *Stop changing things*
- *None at this time our Mentor is a amazing*
- *more support than we receive now*
- *Real object in play area and more natural and real objects for all playgrounds. More science and math toys and infant and toddler books. new table chairs.*
- *not sure of any*
- *EVERYTHING*
- *Due to new staff: Training*
- *coaching teachers*
- *We just started, so I am not sure yet.*
- *mentoring, training*

Has your early learning program received a program bonus from Workforce Solutions Panhandle Child Care Services in the past 3 years

21 responses

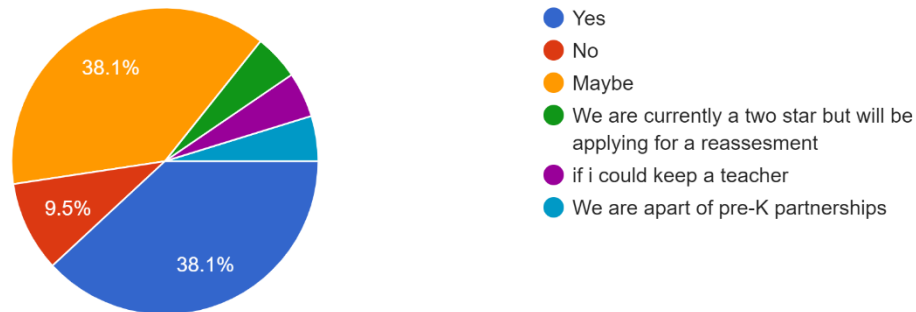


If your early learning program received a program bonus from Workforce Solutions Panhandle Child Care Services in the past 3 years how did any bonuses help your program

- I'm sure it was used to purchase new materials and equipment, fund training, and purchase resources.*
- Materials and supplies*
- We were able to fix some repairs that were needed and get new toys for the classrooms*
- I was able to purchase needed materials and offer teacher stipends*
- I gave to staff one year bought equipment next year*
- this last time we purchased some much-needed supplies and toys for our classrooms*
- Got new shelving to remove old and extremely worn ones away. new toys and some tricycles*
- Helped purchase more learning materials for the classrooms that are needed to improve instruction up to TRS standards*
- It made a big difference in replacing equipment and materials in the classroom s*
- teacher got a bonus; we got new equipment we did repairs*
- payroll, utility bills, etc.*
- staff training and bonus for staff*

Would your early learning program be interested in more information about pre-k partnerships

21 responses

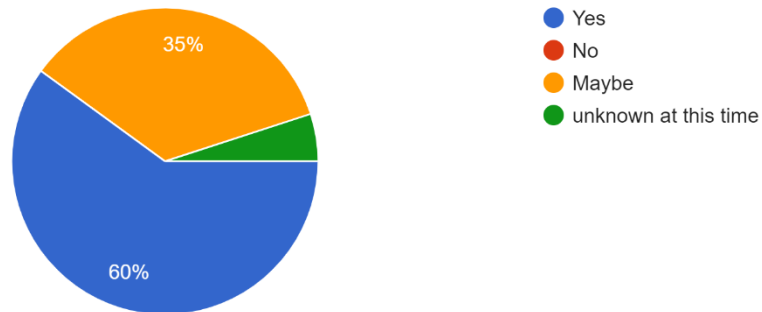


❖ 38.1% of responding programs would like information about Pre-k partnerships.

Are there any products or programs you would like to see Workforce Solutions Panhandle Child Care Services support with quality funding

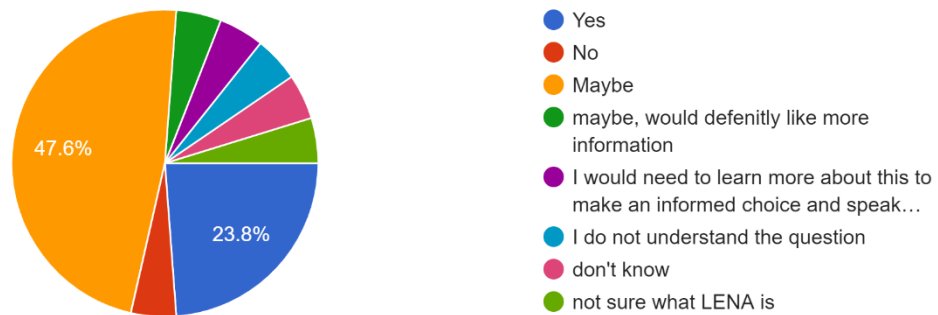
- *new classroom materials, staff laptops, in person curriculum trainings.*
- *Technology for teaching staff*
- *curriculum*
- *furniture/outdoor things*
- *More tech stuff kids...3 and 4 tablets,*
- *outdoor equipment*
- *Security systems for safety for building perimeter and accessibility into facility. More active shooter trainings and resources for children's safety*
- *A teacher retention program would be helpful*
- *Funding for playgrounds*
- *Classroom arrangement, sensory (with training)*

Does your early learning program need support with helping staff to attain a CCP/CDA credential
20 responses



❖ Responding programs ranged from 0 to 4 staff working on a CCP/CDA credential and 0 to 6 staff currently with a CCP/CDA credential.

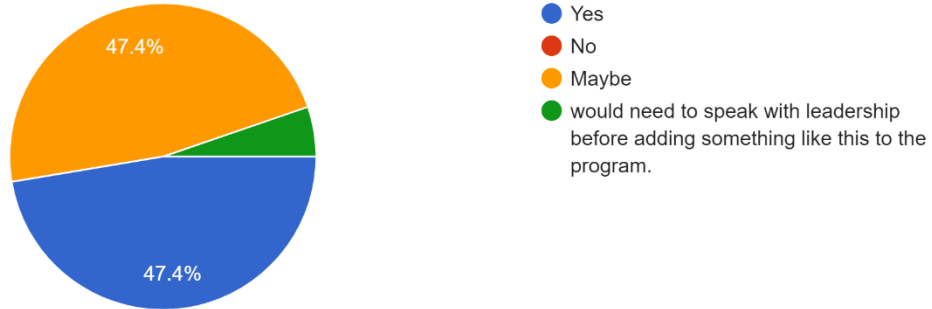
Would your early learning program be interested in LENA
21 responses



❖ 47.6% of respondents said they may be interested in LENA with 23.8% of respondents interested in LENA.

Would your early learning program be interested in learning more about Pyramid Model along with classroom supports.

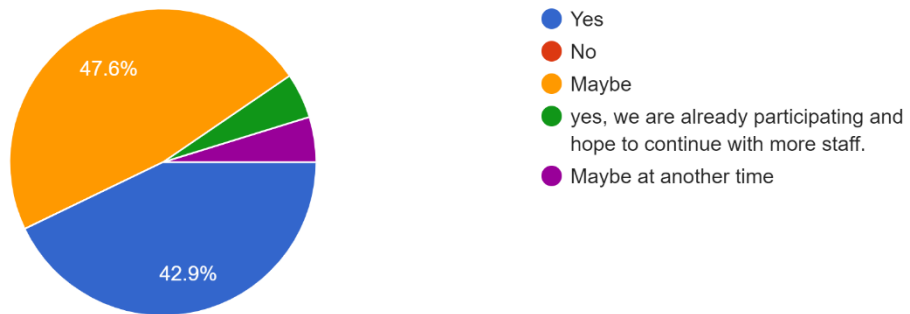
19 responses



❖ Majority of respondents are interested in the Pyramid Model or finding out more about it.

Would your early learning program be interested in participating in a Registered Apprenticeship in partnership with Workforce Solutions Panhandle Ch...rs and education supports from Amarillo College

21 responses



Conclusion

Activities to continue:

- Scholarships
- Wage Supports
- Bonuses to the ELP's
- Director PLC

Trainings and Resources to provide based on Families, TRS Staff and ELP's responses:

- Children with Special Needs
- Infant and Toddler Trainings
- Preschool Trainings
- Guidance and Discipline
- Teacher Child Interactions
- Parent Resources and Communication Support
- CCR Training and resources

Materials needed based on TRS Staff and ELP's responses:

- Gross motor materials outdoor
- Furniture
- Playground equipment
- Gross Motor materials indoor
- Manipulatives

Curriculum supports based on TRS mentor and ELP responses:

- Professional development – Lesson Planning and curriculum implementation
- Teaching Strategies Coaching Membership – additional training and support would be needed if renewed
- Printed copies of CLI Engage Circle Curriculum infant and Toddler and Preschool

Possible additional activities based on ELP's responses:

- Expansion Supports
- Staff Wellness Supports
- Parent, TRS Staff and ELP Resource Packets along with information about Children with Special Needs resources
- CDA Supports
- National Accreditation Supports
- Pyramid Model training and material supports

- Teacher PLC
- LENA – more information is needed
- Registered Apprenticeship



ITEM 9

Child Care Classroom Materials

MEMORANDUM

DATE: September 26, 2024

TO: PRPC Board of Directors

FROM: Marin Rivas, Workforce Development Director
Heather Reid, Workforce Development Contract / Accounting Manager

THROUGH: Michael J. Peters, Executive Director

SUBJECT: Agenda Item 8
Child Care Classroom Materials

BACKGROUND

The Texas Workforce Commission (TWC) has contracted with the Panhandle Workforce Development Board (PWDB) / PRPC to utilize Child Care and Development Funds to provide Quality Improvement activities such as technical assistance, professional development, education materials, learning materials, and outdoor equipment for Texas Panhandle Child Care Providers. The PWDB has tasked its sub-recipient, Workforce Solutions Panhandle (WSP) with assisting local Child Care Providers.

The TRS program is a quality-based rating system of Child Care Providers participating in TWC's Subsidized Child Care program. TRS certification is available to Licensed and Registered facilities that exceed the State's Minimum Child Care Regulation Standards and meet the certification criteria in such categories as Director and Staff qualifications, caregiver-child interactions, age-appropriate curricula, learning materials and outdoor equipment. Workforce Development staff has identified local Child Care Providers lack classroom learning materials for additional classrooms added to increase capacity and other local Child Care Providers working toward recertification in need of Social Emotional and Self-Regulation materials.

Learning, Social Emotional, and Self-Regulation materials are available from Lakeshore Learning. Lakeshore Learning offers a comprehensive range of learning materials for all age groups in Panhandle Child Care centers and home provider programs.

The PWDB, with PRPC, proposes to make purchases at this time, for Providers who have added classrooms to increase capacity and Providers going through recertification October 2024, to give these Providers the benefit of updating and improving the learning environments as TRS-certified programs.

On August 27, 2020, PRPC board approved an Interlocal Agreement with The Interlocal Purchasing System (TIPS) for PRPC to gain access to the TIPS purchasing contracts. TIPS is a department of the Education Service Center Region 8, and a governmental public entity, authorized to enter into interlocal agreements with other governmental

entities for the purpose of performing governmental functions on behalf of the parties to the interlocal agreement. It conducts competitive procurements with in-house personnel and legal counsel to enable government agencies to make purchases using its purchasing contracts.

The purchases for the project described above can be made through the TIPS purchasing process. The total cost for this project up to \$150,000.00 and funds for this purchase would come from existing Workforce Development Child Care Quality funds.

RECOMMENDATION

Staff recommends that the Board authorize the Executive Director to purchase the Child Care Learning, Social Emotional and Self-Regulation materials as described above from Lakeshore Learning, for the amount of no more than \$150,000.00, with grant funds from the TWC Workforce Development Child Care Quality grant.



ITEM 11

Membership List

**PANHANDLE WORKFORCE DEVELOPMENT BOARD (PWDB)
CHILD CARE ADVISORY COMMITTEE MEMBERSHIP
JULY 1, 2024 – JUNE 30, 2025**

**LICENSED CHILD CARE CENTER
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