NC CSEFEL PYRAMID MODEL PARTNERSHIP: ACTION/SUSTAINABILITY PLAN

Revision Date: 12/5/08

Vision: To develop and sustain a unified professional development system to address the emotional and social needs of all children 0-5 through the use of the Pyramid Model integrated with other relevant efforts for North Carolina's early care and education workforce.

Team: Members - Norman Allard, Harriette Bailey, Cathy Collie, Lanier DeGrella, Brenda Dennis, Khari Garvin, Patti Kingery, Margaret Mobley, Deborah Nelson, Tasha Owens-Green, M'Lisa Shelden, Gale Wilson / CSEFEL Staff - Barbara Smith, Tweety Yates,

I. Pyramid Model Train the Trainers				
Objectives and Action Steps	**Person/organization(s) Responsible**	**Resources/Policy/ Documents Needed**	**Evaluation**	**Timelines/Status/Date Completed**
• Plan initial train the trainers events • Plan future train the trainers events	**Initial event:** Team **Future events:** ?	**Future:** • Staff for training event • Master trainers identified	• Completion of events	**Completed (initial):** Oct 5-6, 2008; Oct 22-23, 2008
• Evaluations indicate training is valued	**Initial:** CSEFEL Staff **Future:** ?	**Future:** Staff for training event	• Evaluations of CSEFEL training	**Completed:** Dec 2008 – Evaluations document that training content was highly valued
• Effectiveness of T-t-T evaluated (trainers train on Pyramid Model and practices, disseminate materials)	• Sub-committee (Gale, Tasha) develops data collection form • DCD tracks activities of training cadre	• Training Cadre Reporting Form • System at DCD to distribute tool and receive/analyze data quarterly	• Training Cadre Reporting Form	**In-process:** • 12/20/08 draft of form ready for distribution to the team for review • 1/1/09 form distributed to Cadre • Data collected quarterly beginning Jan 31, 2009
• Infrastructure developed to sustain train the trainers system: 1) Team identifies needed resources 2) Team establishes policies, agreements, etc. as needed 3) Evaluation system developed 4) other	Partner Agencies		• Follow-up evaluations re: use of CSEFEL training and materials, barriers and supports for training	

II. Pyramid Model Coaches

Objectives and Action Steps	Person/organization(s) Responsible	Resources/Policy/ Documents Needed	Evaluation	Timelines/Status/Date Completed
• Determine Coach criteria and initial selection process • Determine future selection processes	Team	**Future:** • Consultation/coaching trainers identified • Coach cadre identified	• Criteria and selection process determined	**Completed (initial):** May 2008
• Coaches provide on-going support to local programs	DS Coaches		• Coaching Activities Form	**On-going:** Demo sites are receiving support from coaches at least monthly
• Initial cadre of coaches receive on-going support • Future cadre of coaches receive on-going support	**Initial:** Tweety/CSEFEL staff **Future:** ?	**Initial:** Peer support (Google site) & monthly calls **Future:** Staff for sustainability of coach support	• Logs of supports provided to coaches • Notes from coach calls	**On-going:** Monthly coaches' calls began 12/2/08
• Evaluation data are collected to measure whether coaches are effective in training on Pyramid Model and practices		• Evaluation forms (CSEFEL provides??) • Staff for distributing and collecting data	• Demo site evaluations of coaching • Follow-up evaluations completed by coaches – including questions about barriers and supports to providing coaching • Pre-post TPOT to measure fidelity of implementation of Pyramid and practices	
• Infrastructure developed to sustain coaching system: 1) Team identifies needed resources 2) Team establishes policies, agreements, etc. as needed 3) Evaluation system developed 4) other	Partner Agencies		• Follow-up evaluations – including questions about barriers and supports to providing coaching	

III. Pyramid Model Demonstration Sites				
Objectives and Action Steps	**Person/organization(s) Responsible**	**Resources/Policy/ Documents Needed**	**Evaluation**	**Timelines/Status/Date Completed**
• Determine selection criteria and initial process • Determine future processes	**Initial:** Team **Future:**	**Future:** Staff for application distribution		**Completed: May 2008**
• Sites nominated and interviewed	Team contacts			**Completed:** August 2008
• Sites selected	Team		Sites selected and agreements to participate signed	**Completed:** Sept 2008
• Evaluation data collected to measure whether sites implement Pyramid Model and practices effectively; child outcome data collected		Staff to coordinate effort	• TPOT measure of quality and fidelity of implementation of Pyramid Model and practices on 4-month intervals • Observation by Coaches • Stress and support survey of coaches • Child measures include SSIS, ASQ;SE (IT site) • Families – depends on program priorities	**On-going:** • Nov 2008, coaches began observing classroom practices, • Dec 2008: began pre-TPOT assessments • Jan 2008: SSIS or ASQ:SE will be completed by demo site staff
• Infrastructure developed to sustain a demonstration system: 1) Team identifies needed resources 2) Team establishes policies, agreements, etc. as needed 3) Evaluation system developed 4) other				

IV. Overall Infrastructure and Sustainability				
Objectives and Action Steps	**Person/organization(s) Responsible**	**Resources/Policy/ Documents Needed**	**Evaluation**	**Timelines/Status/Date Completed**
• Members of planning team confirmed	Team		• Meeting minutes	**Completed:** March 2008
• Meetings are effectively facilitated and progress is made toward team's goals.	Team		• Meeting evaluations	**On-going:** From 3/08-12/08 combined meeting evaluations (scale of 1-5) document effective facilitation (4.6) and progress toward goals (4.5)
• Team develops vision statement	Team		• Meeting minutes	**Completed:** May 2008
• Team develops sustainability plans	• Sub-committee (Lanier, Patti, Harriette, Deborah) develops draft of partner agency document • Team reviews & finalizes document • Team creates sustainability plan with input/guidance from agency leadership.	Need input/guidance from partner agency leadership	• Sustainability plans	**In Process** December 2008 • Developed partnership outputs/outcomes; • Developed document for partnership agency leadership re sustainability • Created list of possible sustainability activities January 2009: • Distribute document to partner agency heads
• Team develops objectives		Need input/guidance from partner agency leadership	• Meeting minutes	
• Team establishes policies, agreements, etc. as needed, including administrative "home(s)"			• Letters of commitment of partner agencies secured • "Administrative home(s)" for initiative established • Meeting ground rules determined • Other?	• **??** • **Completed:** DCD is current administrative home • **Revised:** Meeting ground rules revised 12/08
• Team identifies needed resources		Need input/guidance from partner agency leadership	• Sustainability plan (e.g., policies, resources)	
• Team implements sustainability plans		Need input/guidance from partner agency leadership	• Implementation of Sustainability Plans (progress toward meeting action goals/objectives; products such as policies, interagency agreements, etc.)	
• Evaluation data collected to indicate whether NC professional development systems include Pyramid Model; tracks outcomes of system			• Institutionalizing the pyramid into professional development (e.g., integrating practices into certification competencies, integrating into higher education programs)	