Early Childhood Personnel Center

Phases to develop a Comprehensive System of Personnel Development (CSPD)

PHASE ONE
Exploration

- Develop core planning team and project liaison
- Complete the readiness tool for ECPC; the TA planning tool and the self-assessment of the CSPD framework
- Decide if ECPC intensive TA is a match for state needs
- Identify stakeholders for strategic planning team

PHASE TWO
Installation

- Identify a date and location for strategic planning meeting
- Invite stakeholders to be part of strategic CSPD team
- Facilitate a 1-2 day meeting to develop the state CSPD vision, mission, and plans for work groups for each subcomponent of the CSPD
- Establish meeting and reporting schedule for work groups and large strategic planning group

PHASE THREE
Implementation

- Implement work plans for each CSPD sub component workgroup
- Develop monthly reports on each CSPD workgroup's progress, to distribute across all groups
- Meet monthly as a core planning team to review work group progress and give feedback and assistance
- Meet with the CSPD strategic planning team quarterly to review progress and adjust work plans

PHASE FOUR
Standardization

- Prepare integrated CSPD report of process and implementation plan
- Implement all subcomponent activities
- Evaluate all CSPD activities and modify as needed
- Revise CSPD and plan for sustainability

TIMELINE

PHASE ONE: months 1-4

PHASE TWO: month 5-6

PHASE THREE: month 7-17

PHASE FOUR: month 18 and ongoing