

Charter for the Early Childhood Education Implementation Group

Mission Statement: The Early Childhood Education Implementation Group (ECEIG) is dedicated to translating and amending the recommendations and initiatives outlined by the Early Childhood Education Working Group into actionable plans to enhance early childhood education accessibility, quality, and support for families and educators in the Charlottesville/Albemarle region.

Purpose: The purpose of the ECEIG is to implement and coordinate the execution of strategies to work towards the recommendations presented by the Early Childhood Education Working Group, and other recommendations as determined by the ECEIG; ensuring effective and efficient implementation to address identified needs and achieve tangible outcomes within predetermined timelines.

Scope: The ECEIG's scope comprises the expansion and elevation of the field of early childhood education in the Charlottesville/Albemarle region. This includes but is not limited to a) compiling assessments of the regional ECE landscape, b) seeking solutions to ongoing ECE workforce crises, c) supporting the local expansion of available and affordable childcare slots, ensuring the equity and quality of local preK opportunities, and d) evaluating the impact of implemented strategies.

Goals:

1. Create a measurable action plan, through the facilitation the translation of discussions and initiatives from Early Childhood Education Meetings with various stakeholders.
2. Create a map of various efforts, including overlaps between and amongst various stakeholders, including representatives from the United Way, local childcare centers, educational institutions, and community organizations.
3. Source, allocate, and leverage resources strategically to support the implementation of early childhood education initiatives.
4. Collaborate with relevant entities to monitor progress and evaluate the impact of implemented strategies on early childhood education outcomes.

Membership: The ECEIG membership shall consist of representatives from key stakeholder groups, including but not limited to:

- Community organizations focused on early childhood education
 - United Way
 - Early Childhood Funders Network
 - ReadyKids
- Educational institutions

- Piedmont Virginia Community College
- University of Virginia

At times, the group will bring in others to assist with the implementation of community efforts:

- Relevant government agencies
 - City of Charlottesville
 - County of Albemarle

Membership may also include individuals with expertise in relevant fields, as deemed necessary by the ECEIG leadership.

Roles and Responsibilities:

1. **Staffing:** The ECEIG shall be staffed by the Equity Center at UVA, responsible for scheduling meetings, setting agendas, and ensuring progress toward established goals.
2. **Coordination:** Members of the ECEIG shall collaborate to coordinate the implementation of specific action items, leveraging their respective expertise and resources.
3. **Monitoring and Evaluation:** The ECEIG shall work with the Metrics Committee of the President's Council to establish mechanisms for monitoring the progress of implemented initiatives and evaluating their effectiveness in achieving desired outcomes.
4. **Communication:** The ECEIG shall work with the Communications Committee of the President's Council to maintain open lines of communication with all stakeholders, providing regular updates on progress, challenges, and successes.
5. **Resource Allocation:** The ECEIG shall source, gain access to, and allocate resources including funding, personnel, and other support, to support the implementation of early childhood education initiatives.

Meeting Frequency and Structure: The ECEIG shall convene regular meetings to review progress, discuss challenges, and make decisions regarding implementation strategies. Meeting frequency and structure shall be determined based on the urgency and complexity of ongoing initiatives, to ensure efficient progress toward established goals. This coordination will be supported by the staff of The Equity Center at UVA. Coordination support will include scheduling, securing of space and materials, as well as note-taking.

Reporting: The ECEIG shall provide regular reports to the President's Council on UVA Community Partnerships and other relevant stakeholders, documenting progress, outcomes, and any challenges encountered during the implementation process. This will be done quarterly, or more frequently as determined by the ECEIG.

Duration: The ECEIG shall remain active for the duration of the implementation phase, with the option for extension or dissolution based on the achievement of established goals and the ongoing needs of the community. At the time of this charter, the initial implementation phase will last until the end of 2025.

Approval: This charter shall be subject to approval by the President's Council on UVA Community Partnerships and other relevant governing bodies before implementation.

Amendments: Amendments to this charter may be proposed by any member of the ECEIG and shall be subject to approval by a majority vote of the membership. Amendments shall be communicated to all stakeholders in a timely manner.