EC-REACH

Early Childhood Research Alliance

★ OF CHICAGO ★

Planning Committee Meeting 3

April 14, 2022

DROP IN THE CHAT:
What is your most loved/used household appliance?

Welcome!

Agenda

Time	Duration	Topic
9:05 - 9:07 AM	2 min	Welcome & Introductions
9:07 - 9:10 AM	3 min	Planning Committee Purpose
9:10 – 9:20 AM	10 min	Thought Exercise scenario
9:20 - 9:40 AM	20 min	Meeting 2 Follow-Up
9:40 – 10:10 AM	30 min	Governance Model Discussion
10:10 - 10:30 AM	20 min	Staffing Model Discussion
10:30 - 10:50 AM	20 min	Budget Discussion
10:50 – 11:00 AM	10 min	Home Institution Options
11:00 -11:00 AM	0 min	Looking Ahead

EC-REACH
Early Childhood Research Alliance
❀ OF CHICAGO ❀

Meeting 3: Focus

At the conclusion of our time together, the EC-REACH planning team will begin:

1. Begin drafting an EC-REACH staffing model

2. Explore preliminary governance models

3. Outline high-level EC-REACH budget

4. Brainstorm potential home institutions

EC-REACH unites diverse partners to co-construct and implement an action-oriented research agenda that promotes equitable solutions for early childhood policy and practice in Chicago.

EC-REACH
Early Childhood Research Alliance
★ OF CHICAGO ★

The planning committee will prepare EC-REACH to launch in Fall 2022 with the **strategy**, **structure**, and **funding** to begin answering Chicago's most pressing questions around equitable early childhood systems.

EC-REACH
Early Childhood Research Alliance
★ OF CHICAGO ★

Working Norms

Step up / Step back

Listen to learn

Set aside individual agendas

Stay focused

EC-REACH
Early Childhood Research Alliance
OF CHICAGO

Agenda

Time	Duration	Topic
9:05 - 9:07 AM	**2 min**	Welcome & Introductions
9:07 - 9:10 AM	**3 min**	Planning Committee Purpose
9:10 – 9:20 AM	**10 min**	Thought Exercise scenario
9:20 - 9:40 AM	**20 min**	Meeting 2 Follow-Up
9:40 – 10:10 AM	**30 min**	Governance Model Discussion
10:10 - 10:30 AM	**20 min**	Staffing Model Discussion
10:30 - 10:50 AM	**20 min**	Budget Discussion
10:50 – 11:00 AM	**10 min**	Home Institution Options
11:00 -11:00 AM	**0 min**	Looking Ahead

EC-REACH
Early Childhood Research Alliance
❀ OF CHICAGO ❀

Mayor's Office seeks to build the strongest early childhood workforce in the country

Answers to new state survey will offer frank look at school quality

**BY DIANE RADO
AND QUAN TRUONG**
Tribune reporters

Calling it an "X-ray" of public schools, Illinois is launching an unprecedented attempt to gather candid information on how teachers are teaching, students are learning and principals are leading.

Guaranteed to make for some potent reading — and already causing trepidation among educators — the data will be pulled from a statewide survey that could include more than 1 million students and 100,000 teachers beginning Feb. 1.

JOSÉ M. OSORIO/TRIBUNE PHOTO

Alejandro Chavez, 12, attends Talman Elementary School on Chicago's Southwest Side. The school scored high in a similar 2012 CPS survey.

the effort is meant to provide   rooms, officials say.

■ Does the teacher ask difficult questions on tests?
■ How often do you debate the meaning of a reading?
■ How often do you write a few sentences to explain how you solved a math problem?

Teachers will be asked, essentially, to rate their principal, responding to this statement among others:

"The principal at this school is an effective manager who makes the school run smoothly."

The survey has caused consternation in part because respondents will be anonymous. Cloaked in anonymity, "you might go a little further than otherwise if you knew your comments were attached to you," said Jason Leahy, executive director of the Illinois Principals Association.

Pentagon will allow women in combat

Panetta to announce end of longtime ban on front-line roles

**BY DAVID S. CLOUD
AND TONY PERRY**
Tribune Washington Bureau

WASHINGTON — Defense Secretary Leon Panetta is planning to lift the ban on women serving in ground combat

Thought Exercise Scenario Discussion

The Mayor's Director of Early Learning asks EC-REACH for help.
How does EC-REACH add the most value?

PARTNERSHIPS	OUTREACH	DATA	FUNDING	RESEARCH	MARKETING
Identify best-fit project partners (research, agency, community) Catalyze efforts (funding, facilitations...)	Engage diverse voices to: Define questions, approach, methods	Secure access to datasets Expedite data process Informal data sources	Identify & secure project funding (federal, private, local...)	Literature Review Host convenings Provide trainings Conduct studies	Share interim findings w/ network Support writing/ messaging Distribute reports Host webinars etc

EC-REACH
Early Childhood Research Alliance
OF CHICAGO

Agenda

9:05 - 9:07 AM	**2 min**	Welcome & Introductions
9:07 - 9:10 AM	**3 min**	Planning Committee Purpose
9:10 – 9:20 AM	**10 min**	Thought Exercise scenario
9:20 - 9:40 AM	**20 min**	Meeting 2 Follow-Up
9:40 – 10:10 AM	**30 min**	Governance Model Discussion
10:10 - 10:30 AM	**20 min**	Staffing Model Discussion
10:30 - 10:50 AM	**20 min**	Budget Discussion
10:50 – 11:00 AM	**10 min**	Home Institution Options
11:00 -11:00 AM	**0 min**	Looking Ahead

EC-REACH
Early Childhood Research Alliance
❀ OF CHICAGO ❀

Meeting 2 Follow-Up

We will have 5 minutes of discussion, then vote on:

1. Research values & criteria

2. Data access and management guidelines

3. Home Institution criteria

Research Values & Criteria

EC-REACH supports research that is:

Value	Criteria
Rigorous	Research will meet high standards in qualitative, quantitative, and mixed methodologies and will be committed to an open science practice
Responsive	Research will be solutions oriented and provide timely insights that are responsive to the pressing issues facing early childhood policy and practice
Equitable	Research will prioritize an equitable and asset-based approach that addresses the bias of power and privilege and engages community perspectives (especially those from historically disadvantaged and underrepresented groups) to shape the entire research process.
Collaborative	Research will be conceptualized, designed, and implemented through balanced and pre-determined collaboration among research partners, policy partners, practitioners, community leaders, and families.
Inclusive	Engage researchers, policymakers, and practitioners who approach their work from a variety of perspectives; we will be especially intentional about including researchers from historically disadvantaged and underrepresented groups as so to develop a more inclusive pipeline for the systemic work.
Contextualized	Research will be grounded in Chicago's social, economic, and political context.
Accessible	Communicate findings to diverse audiences (locally, state-wide, and nationally), using a variety of mediums, to encourage the use of research to inform meaningful change in policy and practice.

Data Access & Sharing Discussion

- Does EC-REACH own/manage the actual data acquisition process, or instead support individual RPP/study teams to do so? What is each individual RPP/studies' role in gaining access to data?

- Does EC-REACH set up standing master data use agreements with agencies/ organizations with administrative data or instead support streamlined but separate data use agreements for specific research studies?

EC-REACH
Early Childhood Research Alliance
❋ OF CHICAGO ❋

Data Access & Sharing Pillars

EC-REACH should not collect or manage administrative / accountability data or data dashboards, but should instead:

Pillar	Explanation
Data Type	Support research studies that use administrative data, and studies that include primary data collection including qualitative data.
Data Access	Facilitate access to existing early childhood data, including administrative and accountability data that may include providing language and templates for partners to put data use agreements in place and/or establishing master data sharing agreements with one or more agencies/organizations. Subject to authorization by data owners.
Data Sharing	Facilitate access to a growing body of new early childhood data by facilitating the sharing of data, documentation, and prepared administrative data for analysis among current and past EC-REACH partners.
Data Linking	Facilitate the ability to link early childhood data from various sources, including via streamlined/expedited access to the CECIDS dataset. ○ CECIDS will provide integrated data, data modeling, and a secure research environment for EC-REACH. ○ EC-REACH projects will identify the need for improved and additional data to incorporate into CECIDS
Review and Approvals	Adhere to home institution IRB approval process and support partner IRB approval processes, including supporting approvals by data owners.

Home Institution(s) Selection Criteria

In addition to supporting the mission and research values of EC-REACH, we are looking for a home institution that is:

Criteria	Explanation
Flexible support	Understands and has the capacity to fully realize the power of a citywide early childhood research alliance, including its need for self-governance, flexibility, transparency, and participatory ways of working.
Cross-sector representation	Maintains a broad focus to support work across all sectors of the early childhood system in Chicago, including early care, education, home visiting, and maternal & child health
Operations Backbone	Provides infrastructure to support functions such as: contracting, compliance, data sharing and use agreements, institutional review board approvals, office and meeting space, payroll, benefits, IT support, partnerships/MOUs.
Outreach engine	Shares support for fundraising and bolsters connections to funders; capacity and expertise to uplift communication/dissemination.
Mission alignment	Leadership brings energy, enthusiasm and an entrepreneurial spirit to the undertaking; and has demonstrated a focus on equity and inclusion.
Public trust	A stable and durable institution that has earned the trust of Chicago's early childhood researchers, policymakers, practitioners, communities, and families and is well-positioned to act as a hub and convener across these groups.
Broad reach	Maintains and facilitates strong connections to state and national work.
Research Expertise & Capacity	Is experienced in and committed to both conducting rigorous and actionable early childhood research and supporting partners to do so.

Agenda

Time	Duration	Topic
9:05 - 9:07 AM	2 min	Welcome & Introductions
9:07 - 9:10 AM	3 min	Planning Committee Purpose
9:10 – 9:20 AM	10 min	Thought Exercise scenario
9:20 - 9:40 AM	20 min	Meeting 2 Follow-Up
9:40 – 10:10 AM	30 min	Governance Model Discussion
10:10 - 10:30 AM	20 min	Staffing Model Discussion
10:30 - 10:50 AM	20 min	Budget Discussion
10:50 – 11:00 AM	10 min	Home Institution Options
11:00 -11:00 AM	0 min	Looking Ahead

EC-REACH
Early Childhood Research Alliance
OF CHICAGO

Defining Various Working Bodies

TYPE	DEFINITION	RESPONSIBILITIES	INVOLVEMENT
Planning Committee	Small group of key decision makers that meet for a short, time-bound period	Planning Committees help stand up a new collective effort with the sustainability model at the forefront.	*Mar-June (20 hours) July-Aug (5 hours)*
EC-REACH Staff	Individuals employed by EC-REACH to lead and coordinate the work	EC-REACH staff will provide content knowledge and serve as a neutral interest to pursue the mission and vision of EC-REACH.	*Daily (starting Fall 2022)*
Steering Committee (Advisory Board)	Ongoing agenda-guiding body that moves the work of a collective effort (Research Advisory Council or Coalition) forward by determining priorities of the organization	Steering committees provide advice, ensure delivery of the project outputs and the achievement of project outcomes. *Members do not usually work on the project themselves.*	*Ongoing biweekly meetings beginning in June 2022*
Alliance Partners (Alliance Members)	Researchers, policymakers, and practitioners that partner to focus on a shared set of priorities. (i.e. CECIDS)	Managed by the EC-REACH Director, partner organizations help inform the work, pool resources to support efforts, and drive forward the shared agenda.	*Monthly, with ongoing offline working groups*
Research Advisory Council (Coalition)	A larger group of diverse external stakeholders who are likely to be directly impacted by research outcomes	Guided by the Steering Committee and/or Alliance Partners, these broader voices are engaged to inform how the work happens by sharing lived experiences.	*As needed based on research topics & timelines*
Governing Body	A formal body, covered under the institution's governing body, providing legal, financial, and strategic oversight of a 501c3 or c4 organization	Governing bodies oversee the alliance's fiscal responsibility and are composed of individuals from the home institution.	*Quarterly*
Institution	EC-REACH's homebase	Provide the governing body and shared resources for EC-REACH	*Daily*

Possible supporting/ governing bodies

UChicago Consortium on School Research

The Consortium's Steering Committee is made up of institutional (Illinois State Board of Education, the Chicago Public Schools, and the city's Board of Education, Teachers Union, and Principals and Administrators Association) and individual members (civic leaders, education researchers, and members of education-reform, advocacy, and service organizations).

The Committee works with Consortium staff to develop a research agenda and review research in progress.

Chicago Biomedical Consortium (CBC)

CBC is a collaboration between scientists at Northwestern, U of Chicago, and UIC. It has an Executive Oversight Board providing general oversight and holding the CBC accountable for achieving its goals.

It is composed of representatives from the funding agency (The Searle Family and The Chicago Community Trust), the three universities, and the biomedical industry.

CBC also has a Scientific Advisory Board composed of scientists outside of Chicago, an Accelerator Review Board composed of representatives from the pharmaceutical industry, and a Catalyst Review Board which oversees the Catalyst Award program.

Governance Model Example

Boston P-3 Research-Practice Partnership

This is an IES-funded RPP between Boston Public Schools and American Institute of Research (AIR). Together, the two organizations developed a plan that would become the ground rules for a partnership.

The plan placed the common needs and research questions at the center of the effort, as well as a system for checking the health of the partnership at several points in the process.

Finally, it included an advisory group representing key district constituencies (e.g., researchers, school principals, parents, etc.) to keep the partners focused.

Governance Model Discussion

Once EC-REACH launches, what types of members/institutions should be engaged in different capacities:

Bodies	Role	Home Institution	Research Partners	Advocacy, Policy Orgs	ECE Practitioners	Parents/ Community	Gov't Agencies	Funders
Steering Committee	Provide strategic oversight and support for the Director (fundraising, outreach, etc.)	X	X	X	X		X	
Alliance Partners	Practitioner voices to inform the work, conduct research, pool resources to support efforts, and drive the shared agenda forward	X	X	X	X		X	
Research Advisory Council	Diverse voices to inform the research agenda and communication of findings		X	X	X	X	X	X

EC-REACH
Early Childhood Research Alliance
❉ OF CHICAGO ❉

Governance Model Discussion

The planning committee can make recommendations on committee logistics such as selection, term, etc.

Bodies	Size	Key Representation	Sub-committees	Selection	Term	Other Notes/Questions
Steering Committee	13? indiv		Executive Finance Equity/Membership	Nomination process? Determining committee chairs?	Half 2-year, half 3-year; Rotating	What specific roles do we want? Executive level + data level; Consider continuity of committee membership
Alliance Partners	20+? Max? orgs/ indiv		Research review Data Governors Outreach/Equity	Application process?	Ongoing	
Research Advisory Council	8+ indiv		Families Practitioners Equity	Invitation from current partner?	Issue-specific, As needed (a few touchpoints throughout a project)	Prioritize honoraria for parent and/or ECE practitioner members

Agenda

Time	Duration	Topic
9:05 - 9:07 AM	2 min	Welcome & Introductions
9:07 - 9:10 AM	3 min	Planning Committee Purpose
9:10 – 9:20 AM	10 min	Thought Exercise scenario
9:20 - 9:40 AM	20 min	Meeting 2 Follow-Up
9:40 – 10:10 AM	30 min	Governance Model Discussion
10:10 - 10:30 AM	20 min	Staffing Model Discussion
10:30 - 10:50 AM	20 min	Budget Discussion
10:50 – 11:00 AM	10 min	Home Institution Options
11:00 -11:00 AM	0 min	Looking Ahead

EC-REACH
Early Childhood Research Alliance
❀ OF CHICAGO ❀

Staffing Model Discussion

Responsibilities	EC REACH Full-Time Staff	EC REACH Part-Time Staff	Consultants/ Contractors	Research Partners	Home Institution
Partner Relations & Coordination	x				
Meeting facilitation	x				
RPP tools development	x	x	(avail)		
Fundraising & Grant writing	x	x	x		x?
Communications and outreach	x	x	x		
Administration	x	x	x		x
Data analysis/ prep	x	x	x	x	
Project management	x	x	x	x	
Conduct Research	x			x	x
Policy Expertise	x			x	

Key Positions to consider:
- EC-REACH director
- Research-practice-partnership staff
- Operations support (grants, communications/outreach, IT, data analysis)

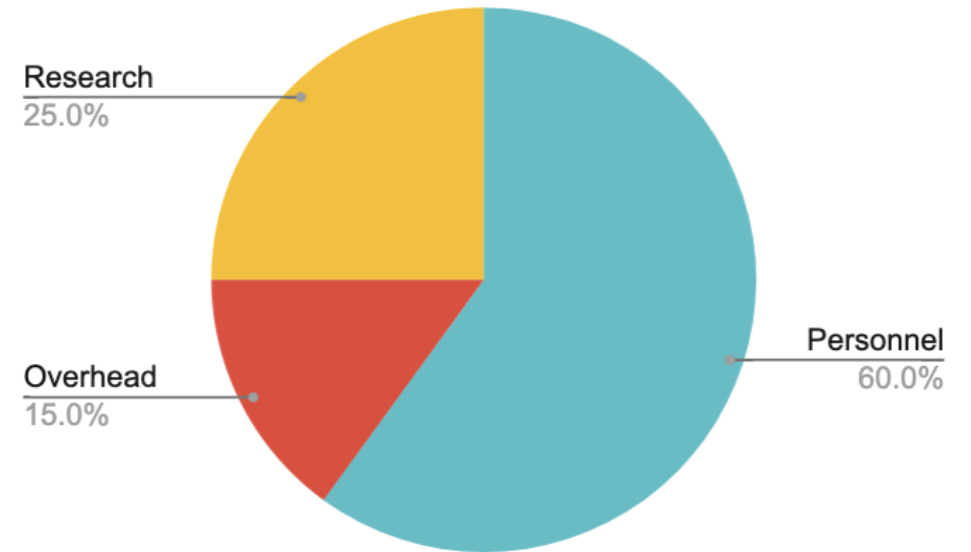Full list of potential positions from the exploratory report :
- Continuous Quality Improvement (CQI) specialist
- Equity-focused position
- Workforce research leadership
- Research associates
- Strategic director
- Project manager
- Associate administrator
- Dissemination/visualization/marketing
- Analytics/data management

EC-REACH
Early Childhood Research Alliance
OF CHICAGO

Agenda

Time	Duration	Topic
9:05 - 9:07 AM	2 min	Welcome & Introductions
9:07 - 9:10 AM	3 min	Planning Committee Purpose
9:10 – 9:20 AM	10 min	Thought Exercise scenario
9:20 - 9:40 AM	20 min	Meeting 2 Follow-Up
9:40 – 10:10 AM	30 min	Governance Model Discussion
10:10 - 10:30 AM	20 min	Staffing Model Discussion
10:30 - 10:50 AM	20 min	Budget Discussion
10:50 – 11:00 AM	10 min	Home Institution Options
11:00 -11:00 AM	0 min	Looking Ahead

EC-REACH
Early Childhood Research Alliance
❄ OF CHICAGO ❄

Operating Budget Discussion

- How many research projects will be conducted/supported on average annually?
- Year 1 operating budget considerations:
  - Revenue
    - Philanthropy - Individuals, corporations, foundations
    - Federal, state, & local government grants

  - Expenses
    - Personnel – FTE staff (30% administrative – fundraising, operations, communications, 70% research support)
    - Overhead – facilities, supplies, insurance, etc.
    - Contracted Research
  - Future considerations
    - Contracted Services, Travel, Professional Development, Technology, etc.

Research 25.0%

Personnel 60.0%

Overhead 15.0%

Agenda

Time	Duration	Topic
9:05 - 9:07 AM	**2 min**	Welcome & Introductions
9:07 - 9:10 AM	**3 min**	Planning Committee Purpose
9:10 – 9:20 AM	**10 min**	Thought Exercise scenario
9:20 - 9:40 AM	**20 min**	Meeting 2 Follow-Up
9:40 – 10:10 AM	**30 min**	Governance Model Discussion
10:10 - 10:30 AM	**20 min**	Staffing Model Discussion
10:30 - 10:50 AM	**20 min**	Budget Discussion
10:50 – 11:00 AM	**10 min**	Home Institution Options
11:00 -11:00 AM	**0 min**	Looking Ahead

Possible Home Institution Selection Process

What happens after possible home institutions have been identified?

RFP PROCESS	RECRUITMENT PROCESS	OTHER?
1. Identify list of all potential institutions 2. Possibly narrow based on criteria 3. Craft & share RFP aligned with criteria 4. Working group scores proposals 5. Best-fit institution is selected	1. Identify list of all potential institutions 2. Planning Committee hosts discussions to probe alignment with criteria 3. Narrow list based on findings 4. Working group deepens exploratory conversations 5. Best-fit institution is selected	1. Identify list of all potential institutions 2. Secure funding 3. Open letter of inquiry process 4. Score & Narrow list 5. Invite smaller # to apply to RFP aligned with criteria 6. Working group scores proposals 7. Best-fit institution is selected

EC-REACH
Early Childhood Research Alliance
❀ OF CHICAGO ❀

Home Institution(s) Selection Criteria

In addition to supporting the mission and research values of EC-REACH, we are looking for a home institution that is:

Criteria	Explanation
Flexible support	Understands and has the capacity to fully realize the power of a citywide early childhood research alliance, including its need for flexibility, transparency, and participatory ways of working. Is committed to both conducting rigorous and actionable research and supporting partners to do so.
Cross-sector representation	Maintains a broad focus to support work across all sectors of the early childhood system in Chicago, including early care, education, home visiting, and maternal & child health
Operations Backbone	Provides infrastructure to support functions such as: contracting, compliance, data sharing and use agreements, institutional review board approvals, office and meeting space, payroll, benefits, IT support, partnerships/MOUs.
Outreach engine	Shares support for fundraising and bolsters connections to funders; capacity and expertise to uplift communication/dissemination.
Commitment to mission	Leadership brings energy, enthusiasm and an entrepreneurial spirit to the undertaking; and has demonstrated a focus on equity and inclusion.
Public trust	A stable and durable institution that has earned the trust of Chicago's early childhood researchers, policymakers, practitioners, communities, and families and is well-positioned to act as a hub and convener across these groups.
Broad reach	Maintains and facilitates strong connections to state and national work.

EC-REACH
Early Childhood Research Alliance
❋ OF CHICAGO ❋

Preview Meeting 3

Our next meeting is…

Thursday, April 28th, 9:00 – 11:00 am

	KEY DISCUSSION TOPICS	MEETING VOTE(S)	BETWEEN MEETING ACTION(S)	DELIVERABLE(S)
Planning Meeting 4	• 3-year Budget • External Engagement Strategy • Begin Transition Plan	• Staffing Model • Governance Model • Budget	• Continue home institution conversations • Continue funding conversations	✶ Outreach Directory (with potential roles/asks) ✶ External Engagement Framework

EC-REACH
Early Childhood Research Alliance
✶ OF CHICAGO ✶