



## STRATEGIC PLAN WORKSHEET

**GOAL 1 | By June 2022, we will reinforce the KJ7 child care infrastructure by developing a relationship with current child care programs and providing support for marketing, licensing, and increasing training opportunities.**

**STRATEGY 1.1 | By December 2021, fill all available slots in current child care programs that were vacated because of COVID-19**

|   | Tactic   | Lead          | Timeline                | Status |
|---|--|---------------|-------------------------|--------|
| a | Collaborate with the Region 2 Child Care Resource Office to create a one-page directory that lists unfilled slots in available child care programs (all programs are unlicensed with one in the process as of Fall 2020) | Jessica       | February 2021           |        |
| b | Add a link on the KJ7 Early Learning Collaborative website with provider information that will be updated monthly  | Heather, Erin | Beginning in March 2021 |        |

**STRATEGY 1.2 | By December 2021, help interested providers to become licensed and/or join the Steps to Quality (STQ) Program**

|   | Tactic  | Lead    | Timeline  | Status |
|---|---|---------|---|--------|
| a | Develop relationships with all current child care providers by gifting appreciation baskets for Teachers' Day and Thanksgiving - Purchase materials for baskets | Valerie | April 2021 and November 2021                                |        |
| b | Deliver baskets to providers  | Kayla   | May 4, 2021 (Teachers' Day)<br>November 2021 (Thanksgiving) |        |
| c | Interview/survey providers to determine which programs to focus on for licensing and STQ support  | Heather | January 2021  |        |
| d | Connect providers with necessary resources through Idaho STARS to carry out the requirements of licensing   | Heather | February 2021   |        |

**GOAL 2 | By August 2023, we will increase capacity in quality child care programs each year by adding new providers and more seats in current programs as well as securing new resource streams.**

**STRATEGY 2.1 | By August 2022, add a mixed-age (3s and 4s) morning program at KJ7 Preschool**

|   | Tactic  | Lead    | Timeline                | Status |
|---|---|---------|-------------------------|--------|
| a | Invite a Kendrick School District administrator to the ELAC board                               | Heather | January 2021            |        |
| b | Include Idaho STARS' Darla Amundson in meetings regarding expansion of KJ7 preschool            | Jessica | Beginning February 2021 |        |
| c | Partner with the Kendrick School District to determine timeline, costs, potential new employees | Angie   | August 2021             |        |
| d | Search for three grant opportunities  | Valerie | Beginning February 2021 |        |
| e | Create advertisement for new program  | Heather | December 2021           |        |
| f | Advertise to fill slots in new program  | Erin    | January 2022            |        |
| g | Close enrollment  | Jessica | May 2022                |        |
| h | Purchase materials for new program  | Jessica | June 2022               |        |

**STRATEGY 2.2 | By December 2023, recruit at least one new provider in the KJ7 community each year.**

|   | Tactic  | Lead           | Timeline          | Status |
|---|---|----------------|-------------------|--------|
| a | Write and submit news article to local newspaper about need for child care providers in KJ7, the work of the KJ7 Early Learning Collaborative, and announce the launch of the website | Angie, Valerie | January 31, 2021  |        |
| b | Partner with Idaho STARS to develop a contract for interested providers   | Heather        | January 2021      |        |
| c | Partner with Idaho STARS to reach out to the community about this opportunity   | Erin, Jessica  | February 15, 2021 |        |
| d | Add website resources for prospective providers   | Heather, Erin  | February 28, 2021 |        |
| e | Offer and disperse \$1,000 business start up grants   | Heather, Kayla | April 2021        |        |

**GOAL 3 | By December 2022, we will raise awareness of the work of the Collaborative through participation in community events and seek likeminded industry partners and parents with whom to expand our work.**

**STRATEGY 3.1 | By June 2021, launch a program to distribute newborn baskets to new parents about community child care offerings, resources and early childhood education information**

|   | Tactic  | Lead  | Timeline      | Status |
|---|---|-------|---------------|--------|
| a | Connect with the program Books for Babies and offer to partner with its efforts | Angie | January 2021  |        |
| b | Seek other partners/donor for baskets   | Angie | February 2021 |        |

**STRATEGY 3.2 | By May 2021, participate in the annual Locust Blossom Festival to connect with local families**

|   | Tactic   | Lead           | Timeline         | Status |
|---|--|----------------|------------------|--------|
| a | Find out the cost of sponsorship/vendor participation and deadline for application   | Kayla          | January 9, 2021  |        |
| b | Sign up and pay for the festival, including sponsorship of the annual kids' race and booth   | Heather, Kayla | January 2021     |        |
| c | Purchase books/toys to give out during the festival  | Heather, Kayla | April 2021       |        |
| d | Have flyers, upright banner and tablecloth ready to go   | Kayla          | May 26, 2021     |        |
| e | Have a booth with a duck pond and prizes for young children, and offer information and free books on the work of the collaborative to families with young children | Kayla, Erin    | May 29, 2021 (?) |        |
| f | Identify 5 parents interested in supporting our work and invite them to a (remote/in person) meeting   | Valerie        | May 29, 2021 (?) |        |

**STRATEGY 3.3 | By September 2021, partner with the Juliaetta Community Library to participate in the annual Blackberry Festival as a way to connect with local families**

|   | Tactic  | Lead           | Timeline        | Status |
|---|---|----------------|-----------------|--------|
| a | Find out the cost of a vendor booth and deadline for application  | Valerie        | January 9, 2021 |        |
| b | Sign up and pay for the festival  | Heather, Kayla | January 2021    |        |
| c | Have flyers, upright banner and tablecloth ready to go  | Erin           | September 2021  |        |
| d | Partner with the Juliaetta Community Library to have a booth with activities appropriate for children ages 2-5 along with information on the Collaborative for families with young children | Erin           | September 2021  |        |
| e | Identify 5 new parents interested in supporting our work and invite them to a (remote/in person) meeting  | Valerie        | September 2021  |        |



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**STRATEGY 3.4 | By June 2022, identify three business stakeholders and hold a fundraiser for addition of seats in the KJ7 Preschool**

|          | <b>Tactic</b>  | <b>Lead</b>      | <b>Timeline</b>   | <b>Status</b> |
|----------|--|------------------|-------------------|---------------|
| <b>a</b> | Reach out to businesses who filled out the business survey and send a letter informing them of our work  | Valerie          | January 31, 2021  |               |
| <b>b</b> | Create new survey to gauge current willingness to support our work                                       | Valerie          | February 28, 2021 |               |
| <b>c</b> | Invite interested businesses to a (remote/in person) meeting   | Valerie          | February 28, 2021 |               |
| <b>d</b> | Conduct first quarterly meeting with business partners to brainstorm on raising funds                    | Valerie          | May 2021          |               |
| <b>e</b> | Conduct second quarterly meeting with business partners to vote on fundraiser                            | Valerie          | August 2021       |               |
| <b>f</b> | Conduct third quarterly meeting with business partners to brainstorm other businesses to invite to cause | Valerie          | November 2021     |               |
| <b>g</b> | Conduct fourth quarterly meeting with business partners to work on details of fundraiser                 | Valerie          | February 2022     |               |
| <b>h</b> | Conduct fifth quarterly meeting with business partners to work on the fundraiser                         | Valerie          | May 2022          |               |
| <b>i</b> | Hold fundraiser  | Valerie, Jessica | June 2022         |               |