

**State Early Childhood Advisory Council
2018 Meeting Structure and Dates**

State Early Childhood Advisory Council Meetings

All meetings are attended by State ECAC members and Local ECAC members.

All meetings are open to the public.

Member Responsibilities

Attend at least 50% of required meetings.

- Appoint a designee to attend in their place if unable to attend any meetings.
- If no longer able to attend:
 - Notify the Council Chair
 - Recommend an appropriate candidate to fill the position on the Council; and
 - Inform the new candidate of their responsibilities on the Council and current work of the State ECAC.

Gather input and information from constituents and share with ECAC to inform policy recommendations.

Structure of ECAC meetings

Meetings are held quarterly from 10:00 a.m. – 3:00 p.m. (with a one hour lunch break or working lunch)

Task Force/Committees meet in the morning, and full meetings in the afternoon. (Task forces or committees TBD).

Report out for next meeting's agenda to be given at end of each meeting.

Meetings are located at:

- MSDE – 2x per year
- Columbia Location - 2x per year

Quarterly meeting dates are:

March 15, 2018 – Location TBD September 20, 2018 – Location TBD

June 21, 2018 – MSDE December 20, 2018 - MSDE