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**State Leadership Team Membership Policy**

**Vision Statement:** *Every New Hampshire family, early childhood program, and community provides environments that nurture and promote the social emotional development and learning of all young children, birth through six years.*

**Mission Statement:** *The NH Pyramid Model SLT establishes a sustainable state infrastructure that complements and supports high fidelity implementation of the Pyramid Model in all early childhood environments.*

**Background**

NH became the 28th Pyramid Model State in 2017. To establish the first essential structure, a group of key state and local constituents developed the State’s Pyramid Model Leadership Team (PM SLT) membership criteria. Priority was placed on ensuring appropriate ‘areas of representation’ vs. specific individuals to ensure equity and sustainability. In 2022 membership criteria was reviewed and revised to facilitate the integration of the two State Leadership Teams, [iSocial](https://sites.google.com/education.nh.gov/isocial/home) and NH Pyramid Model. That integration was completed in May 2022.

**General Guidelines**

* PM SLT membership will include representatives of state, local, public and/or private organizations and programs (including family) that are engaged or interested in Pyramid Model implementation
* Members will have decision-making authority, if appropriate to their area of representation
* Membership will include geographic and cultural diversity, to the maximum extent possible
* Membership will be limited to 12-15 individuals to promote maximum efficiency unless otherwise recommended by the Core Team; a member may represent more than one area of representation with SLT consensus
* There are no established term limits for SLT members
* Areas of representation will include:

1. NH DHHS Child Care Licensing Unit
2. NH DHHS Children’s Behavioral Health
3. NH DHHS Bureau of Child Development and Head Start Collaboration (BCDHSC)
4. NH DHHS BCDHSC Program Specialist
5. NH DHHS Early Supports and Services
6. NH DHHS Pyramid Model State Coordinator
7. NH DHHS Division of Public Health, Maternal and Child Health
8. NHED Administrator
9. NHED Office of Social Emotional Wellness
10. NHED Preschool Special Education (619 Coordinator)
11. Family Organization
12. Preschool Development Grant
13. Council for Thriving Children
14. Child Care Resource and Referral
15. Higher Education
16. Professional Development and TA Systems
17. Pyramid Model Master Cadre
18. Head Start Program implementing Pyramid Model
19. Preschool Special Education Program implementing Pyramid Model
20. Child Care Program implementing Pyramid Model
21. Early Childhood Regional Lead Promoting Pyramid Model

* The SLT will periodically review the areas of representation to determine whether additions are required to best carry out the Team’s mission and vision
* Recommendations regarding new areas of representation may be made at any time to the Core Team for consideration
* New members will complete an orientation process prior to participating in their first meeting to ensure they have the information needed to be full and active participants

**SLT Member Role and Responsibilities**

SLT members will:

* Attend all regularly scheduled meetings
* Replacements are not permitted
  + Exceptions may be made due to extenuating circumstances
* If unable to attend a scheduled meeting, member will:
* Notify the SLT Facilitator by email
* Review the meeting minutes/associated documents and contact the facilitator or a member with follow up questions or requests for clarification as needed
* Participate on at least one SLT work group
  + Exceptions may be made due to extenuating circumstances
* Prepare for meeting participation by reviewing meeting minutes and associated materials
* Advance and support the SLT’s vision and mission
* Commit to candid discussions and consideration of diverse ideas in an atmosphere of mutual respect
* Communicate with their organization and constituents in a manner that does not create barriers to future collaboration and ensures they are informed
  + Brings back any insights and concerns to the SLT for discussion
* Share information with their organizations’ leaders (e.g., supervisors, directors, administrators, etc.) to enhance their knowledge of the Pyramid Model (including its importance and benefits), and promote commitment to the members’ participation on the SLT
* Acknowledge a possibility of discord between SLT decisions and their organizations’ objectives and agree to properly represent SLT decisions to support their organization’s understanding of the differing positions and interests the SLT represents

**SLT Member Resignation and** **Replacement**

SLT members who are unable to regularly attend meetings, have resigned from their position or want to rotate the representation within their organization will submit a formal notice of resignation to the SLT facilitator. The resigning member will, to the extent possible, actively assist in the process of identifying an individual to fulfill the requirements of their area of representation.

* **For state agency representatives:**Member will recommend appointment of a qualified individual from their agency/bureau/office.
* **For representatives of agencies, organizations,** **or specialty areas:** Members who represent non-state agency areas of representation will support the selection of a replacement with recommendations regarding qualified individuals.

The Core Team will reach consensus on replacement member nominations. The SLT facilitator will communicate with the new member, ensure that an orientation process occurs and welcome the member to the subsequent SLT meeting.

**As a member of the NH Pyramid Model State Leadership Team, I have reviewed and agree to all aspects of this membership policy.**

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**Name Date**