

From Hire to Inspire!

Strengthening Professional Learning Systems

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Meet the Montana Team (the acronyms):

- Department of Health and Human Services (DPHHS)
- Early Childhood Services Bureau (ECSB)
- Child Care Licensing (CCL) – Registration and compliance
- Montana Early Childhood Project (MT ECP) – Records and Professional growth
- Spark Montana – Provider supports
- Child Care Training (CCT) – Montana’s training hub

Key takeaways:

- Add your ECP Registry ID to your training profiles so completions will be transferred to the Registry.
- Your Registry membership is an individual membership that moves with you even if you change employers.
- Complete training at least two weeks prior to enrollment ending (first 45 days). Check grading and feedback from experienced facilitators.
- Retention isn’t just about keeping people—it’s about creating a workplace where people don’t want to leave!
- Do staff complete training to check a requirement box, or to reflect on their practice and improvement? If it is just to meet a requirement, you are missing a valuable opportunity for program growth and to better serve our children, families, and the community.
- Model positive attitude towards professional development.
- Make training part of your company culture!

Resources attached:

- Contact information
- New Teacher Orientation pathway – MT ECP
- New Provider Checklist – Spark Montana
- Checklist for New Staff – ECSB
- New Employee Orientation Checklist (sample)
- The Montana Career Path – MT ECP
- Professional Development Plan
- Training Interest Survey
- Professional Development Goals
- Professional Development Plan – ECSB (Knowledge Base)

Montana Early Childhood Teams

Early Childhood Services Bureau (Helena)

Phone: (406) 444-1958

Website: <https://dphhs.mt.gov/ecfsd/childcare/>

Contacts:

Jody Lehman | Child Care Bureau Chief
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Kathy Rich | Early Learning and School Readiness Program Manager
Shandi Hayes | Program Specialist
Marjorie Vegoren | Program Specialist
Melody Olson | Child Care Licensing Program Manager
Caitlin Stewart-Nurse | Child Care Licensing Program Manager
Mark Douglass | Montana Head Start Collaboration Director
Allison Drake | CCDF Program Manager
Kirsten Geiger | Best Beginnings Specialist
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Child Care Licensing (Helena)

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Contacts:

- Melody Olson: Child Care Licensing Program Manager
- Caitlin Stewart-Nurse: Child Care Licensing Program Manager (Missoula)
- Donna LeBrun: Child Care Licensing Technician
- Sandy Snyder: Child Care Licensing Technician
- Kacie Stebbins: Child Care Licensing Technician
- Christina Crowder: Child Care Licensing Technician
- Ryane Holzwarth: Child Care Licensors - Serving Counties: Carbon, Stillwater, Sweet Grass, Yellowstone
- Holly Carr, Child Care Licensors - Serving Counties: Carbon, Gallatin, Yellowstone
- Teri Whitesitt, Child Care Licensors - Serving Counties: Gallatin, Park
- Michelle Harrington, Child Care Licensors - Serving Counties: Beaverhead, Deer Lodge, Gallatin, Granite, Jefferson, Madison, Powell, Silver Bow
- Jodi Linne, Child Care Licensors - Serving Counties: Cascade, Chouteau, Fergus, Glacier, Judith Basin, Missoula, Petroleum, Pondera, Teton, Toole
- Pam West, Child Care Licensors - Serving Counties: Blaine, Daniels, Glacier, Hill, Phillips, Roosevelt, Sheridan, Toole, Valley
- Ashley Johnston, Child Care Licensors - Serving Counties: Broadwater, Gallatin, Jefferson, Lewis and Clark, Meagher
- Alfred Driscoll, Child Care Licensors (statewide) - Serving Counties: Cascade, Gallatin, Jefferson, Lewis & Clark, Meagher, Missoula
- Diana Lamers, Child Care Licensors - Serving Counties: Flathead, Lake, Lincoln, Missoula
- Fern Sutherland, Child Care Licensors - Serving Counties: Flathead, Lake, Sanders, Missoula
- Anna Mason, Child Care Licensors - Serving Counties: Big Horn, Carter, Custer, Dawson, Garfield, McCone, Musselshell, Petroleum, Phillips, Powder River, Prairie, Richland, Rosebud, Sweet Grass, Valley, Wheatland, Yellowstone
- Edie McLean, Child Care Licensors - Serving Counties: Mineral, Missoula, Ravalli

Montana Early Childhood Project (Bozeman)

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Spark Montana

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