



To: Interested Parties

From: Commissioner Sherri Killins, Ed.D

Re: EEC Reorganization

Date: December 16, 2009

I am pleased to announce we have completed the reorganization of our agency. The new units and staff assignments are as follows:

Under **The Office of the Commissioner** are five units:

- The Office of the General Counsel
- Human Resources and Facilities Management
- Information Technology
- Policy Research and Evaluation
- Information and Outreach

Key contacts for the **Office of the Commissioner** are:

Liaison to EOE, Legislative Affairs, and Out-of-School Time:

Kathleen Hart, Commissioner's Administrative Director, 617-988-7819

Commissioner's correspondence and scheduling:

Sheila Richardson, Executive Assistant, 617-988-7824

EEC Board, Advisory Council, and Birth to School Age Task Force:

Nicole Yacovone Lessard, Policy Analyst, 617-988-7822

Media/Press Inquiries:

Constantia Papanikolaou, General Counsel, 617-988-6603

The new **Policy, Research and Evaluation unit** works with me and the Board of Early Education and Care to provide research and planning support to ensure that the Department can make evidence-based policy and program decisions. The technical aspects of grants were separated out and placed into a new unit under the Office of Administration and Finance.

Key contacts for this unit are:

Jennifer Amaya-Thompson, Head Start-State Collaboration, 617-988-6634

Gail DeRiggi, Senior Policy Analyst, 617-988-7813

Nicole Yacovone Lessard, Policy Analyst, 617-988-7822

Jennifer Louis, Management Analyst, 617-988-6640

Lorenzo Mateo, Data Specialist, 617-988-6644

Kelly Schaffer, Policy Analyst, 617-988-7803

Corey Zimmerman, Director of Strategic Planning and Analysis 671-988-6635

The Office of Administration and Finance is comprised of the following units:

- Budget;
- Grants, Contracts and Procurement;
- Accounting; and
- Fiscal Monitoring.

The Grants Unit is responsible for coordinating state and federal grants by providing technical assistance to the policy unit, reviewing materials prior to posting the Requests for Proposals (RFP), posting for the public the RFP, establishing the review of applications, and notification of awards, tracking and monitoring financial aspects of grants.

Key contacts for this unit are:

Sean Reynolds, Budget Director, 617-988-6611

Sandra Sherriff, Director of Contracts and Procurement, 617-988-6613

Sandy Fortier-Hollow, Director of Accounting, 617-988-6649

Jennifer Ahern, Program Funding Specialist, 617-988-2444

Gloria Hickey, Grants Management Specialist, Special Education, 617-988-2441

Cathy Depradine, Grant Management Specialist, Family Support and Building Career Grants, 617-988-2432

The Office of Regional Operations, Support and Engagement encompasses the following critical functions: 1) Licensing, Monitoring and Investigations; 2) Educator and Provider Support; and 3) Family/Community Engagement and Program Monitoring.

Key contacts are:

David McGrath, Deputy Commissioner for Field Operations, 617-988-6602

Region 1, Springfield: Erin Craft – Regional Director, 413-788-8401 X103

Region 2, Worcester: Donna Cohen-Avery – Regional Director, 508-798-5180 X219

Region 3, Lawrence: Thomas Marino – Regional Director, 978-681-9684 X309

Region 5, Taunton: Mike Avery – Regional Director, 508-828-5025 X554

Region 6, Metro Boston: Alina Lopez – Regional Director, 617-472-2881 X605

Educator/Provider Support: Educator/Provider Support manages the Department of Early Education and Care Professional Development which includes but is not limited to the Professional Development Registry; develops the technical assistance and training to support new and existing licensing regulations and requirements; training for early educators on the inclusion of students with disabilities and other early education programs to share and gather input on a variety of topics. Via grants, provides financial support and technical assistance (CFCEs) to support program accreditation (NAEYC, NAFCC, COA).

Key Contacts for this unit are:

Phil Baimas: Director of Educator Provider Support, 617-988-7823

Teacher Qualifications: Janet McKeon, Training Coordination Manager, 617-988-7816

Central Office: Pam Roux, 617-988-7820

Central Office: Katie DeVita, 617-988-7827

Western MA, Springfield: Eric Lieberman, 413-788-8401 X112

Central MA, Worcester: Annette Lamana, 413-788-8401 X123

Northeastern MA, Lawrence: Susan Fletcher, 978-681-9684 X343

Southeast/Cape and Islands: Gail Perry, 508-828-5025 X555

Family/Community Engagement and Program Monitoring: will include but is not limited to the dissemination of information about programs, grants and other EEC sponsored opportunities for families (e.g., translated resources and materials) and providers (e.g., professional development resources). The Family and Community Engagement Strategy

will also include a strong regional field and family feedback and input component as the Department develops and implements policies, promulgates regulations and promotes best practices in licensing, monitoring and more.

Western MA, Springfield: Florence Semb, 413-781-8401 X126
Central MA, Worcester: Donna Marshall, 508-798-5180 X206
Northeastern MA, Lawrence: Nancy Doyle, 978-681-9684 X320
Southeast/Cape and Islands: Chris Pond, 508-828-5025 X585
Metro Boston, Terri Heffernan: 617-472-2881 X601

EEC recently established a partnership with the Department of Public Health, Regional Consultative Program for special education transition and inclusion of 3-5 year olds in pre-school settings. The Regional Consultation Coordinators are:

Regional Consultation Programs

Boston Region

Thom Boston Regional Consultation Program
Thom Boston Metro Early Intervention
555 Amory Street
Jamaica Plain, MA 02130
Stacey Keane, Coordinator
phone: (617) 383-6207
fax: (617) 383-6520
akeane@thomchild.org

Northeast Region

Regional Consultation Program
Professional Center for Child Development
32 Osgood Street
Andover, MA 01810
Vivian Burton, Director
phone: (978) 475-3806 ext. 242
fax: (978) 475-6288
rcp@theprofessionalcenter.org

Central Region

Regional Consultation Program
Criterion Child Enrichment
31 Lake Street, Suite 180
Gardner, MA 01440
Joan Rafferty, Coordinator
phone: (978) 632-4432 ext. 14
fax: (978) 632-6022
jrafferty@criterionchild.com

Western Region

Thom Western Regional Consultation Program
Thom Springfield Infant Toddler Services
1506A Allen Street
Bicentennial Plaza

Springfield, MA 01118
Karen Cassidy, Coordinator
phone: (413) 783-5500 ext. 16
fax: (413) 782-7612
kcassidy@thomchild.org

Metro West Region

Regional Consultation Program
South Shore Mental Health
500 Victory Road
Quincy, MA 02171
Kathleen Haran-Kovacs, Coordinator
phone: (617) 774-1048
fax: (617) 328-0461
kharanko@ssmh.org

Southeast/Cape and Islands Region

Regional Consultation Program
Schwartz Center for Children
One Posa Place
Dartmouth, MA 02747
Lauren Meatty, Director
phone: (508) 996-3391 ext 246
fax: (508) 996-3397
lmeatty@schwartzcenter.org

Department of Early Education and Care Offices and Key Contacts

Region 1 – Western Regional Office

95 Liberty Street, Suite 1124, Springfield, MA 01103
Phone: 413-788-8401 Fax: 413-784-1227

Erin Craft – Regional Director, 413-788-8401 X103
Florence Semb – Family Community Quality Specialist, 413-781-8401 X126
Eric Lieberman – Educator/Provider Support Specialist, 413-788-8401 X112

Region 2 – Central Regional Office

10 Austin Street, Worcester, MA 01609
Phone: 508-798-5180 Fax: 508-5181

Donna Cohen-Avery – Regional Director, 508-798-5180 X219
Donna Marshall – Family Community Quality Specialist, 508-798-5180 X206
Annette Lamana- Educator/Provider Support Specialist, 413-788-8401 X123

Region 3 – Northeast Regional Office

360 Merrimack Street, Building 9, 3rd floor Lawrence, MA 01843
Phone: 978-681-9684 Fax: 978-689-7618

Thomas Marino – Regional Director, 978-681-9684 X309
Nancy Doyle – Family Community Quality Specialist, 978-681-9684 X320
Susan Fletcher – Educator/Provider Support Specialist, 978-681-9684 X343

Region 5 – Southeast/Cape and Island Regional Office
100 Washington Street, Suite 20, Taunton, MA 02780
Phone: 508-828-5025 Fax: 508-828-5235

Mike Avery – Regional Director, 508-828-5025 X554
Chris Pond – Family Community Quality Specialist, 508-828-5025 X585
Gail Perry – Educator/Provider Support Specialist, 508-828-5025 X55

Region 6 – Metro/Boston Regional Office,
1250 Hancock Street, Suite 120-S, Quincy, MA 02169
Phone: 617-472-2881 Fax: 617-472-2722

Alina Lopez – Regional Director, 617-472-2881 X605
Terry Heffernan – Family Community Quality Specialist, 617-472-2881 X601

Central Office
51 Sleeper Street, 4th floor, Boston, MA 02210
Phone: 617-988-6600 Fax: 617-988-2451

Legislative Contact: Kathleen Hart, Commissioner’s Administrative Director 617-988-7819

Commissioner’s correspondence and scheduling:
Sheila Richardson, Executive Assistant, 617-988-7824

EEC Board and Advisory Council Contact:
Nicole Yacovone Lessard, Policy Analyst 617-988-7822

Quality Rating and Improvement System (QRIS):
Corey Zimmerman 617-988-6635

Technical Assistance on Grant Survey/Reports:
Lorenzo Mateo, Data Researcher 617-988-6644

Federal Reporting/Interagency Data Exchanges:
Jennifer Louis, Lead Researcher 617-988-6640

UPK/Quality Initiatives:
Kelly Schaffer, Policy Analyst, 617-988-7803

Comprehensive Service for Family Community Engagement:
Gail DeRiggi, Senior Policy Analyst, 617-988-7813

Head Start Supplemental:
Jennifer Amaya-Thompson, Head Start-State Collaboration Assistant Director, 617-988-6634

General Counsel:
Constantia Papanikolaou, General Counsel, 617-988-6603

Financial Appeals:

Tara O'Brien McNally, Financial Assistance Specialist, 617-988-7809

Kindreth Taylor, Financial Assistance Specialist, 617-988-6616

Background Checks:

Lorrie Roccoforte, Supervisor, 617-988-7801

Christine Baccari, BRC Specialist, 617-988-7802

Robin Lalancette, BRC Specialist, 617-988-7831

Renee Lovejoy, BRC Specialist, 617-988-7804

Maryann Rananah, BRC Specialist, 617-988-6638

Field Operations:

David McGrath, Deputy Commissioner for Field Operations, 617-988-6602

Educator and Provider Support:

Phil Baimas: Director of Educator Provider Support, 617-988-7823

Janet McKeon, Training Coordination Manager 617-988-7816

Pam Roux, Educator/Provider Support Specialist, 617-988-7820

Katie DeVita, Educator/Provider Support Specialist, 617-988-7827

Teacher Qualifications:

Marian Caesar, Professional Qualifications Coordinator, 617-988-7807

Rosanna Lococo, Professional Qualifications Coordinator, 617-988-7806

Natou Sissoko, Professional Qualifications Coordinator, 617-988-7808

Budget:

Sean Reynolds, Budget Director, 617-988-6611

Contracts and Procurement:

Sandra Sherriff, Director of Contracts and Procurement 617-988-6613

Accounting:

Sandy Fortier-Hollow, Director of Accounting 617-988-6649

Grants including Preschool Special Education, Family Support and Building Career:

Jennifer Ahern, Program Funding Specialist, 617-988-2444

Gloria Hickey, Grants Management Specialist, Special Education 617-988-2441

Cathy Depradine, Grant Management Specialist, Family Support Grants, 617-988-2432