

The Contra Costa Local Planning and Advisory Council for Early Care and Education (LPC)

Purpose: LPC Projects and Workforce Development Committee Meeting
Location: Las Trampas Conference Room
Time: 9:00 AM – 11:00 AM

Facilitator: Carolyn Johnson, Committee Chair
Timekeeper: Ruth Fernandez
Recorder: Melody Yee

The projected timeline is a projection only not a limitation on the length of any agenda item, and may be revised at the meeting. The Contra Costa Local Planning and Advisory Council for Early Care and Education (LPC) will provide reasonable accommodations for persons with disabilities planning to participate in The Contra Costa Local Planning and Advisory Council for Early Care and Education (LPC) meetings who contact the LPC Coordinator at least 48 hours before the meeting at 925-942-3413.

AGENDA Tuesday, November 15, 2016



TIME	AGENDA TOPIC	PURPOSE	DISCUSSION LEADER	DESIRED OUTCOME
9:00 -9:05	Welcome/Introductions Minutes Review/Approval for 2.23.16 Agenda Review/Approval for 11.15.16	C, A	Carolyn	Approval of agenda/minutes
9:05 – 9:10 3 min. per speaker	Public Comment • Items on the agenda • Items of interest to the public If you wish to speak on a matter on the agenda, please give your name and identify any group or organization you represent for the record prior to your presentation. If you wish to speak on a matter NOT on the agenda, please wait until the Chair calls for public comment on items of interest to the public. The Council shall only take action related to items listed on the current agenda.	I	Carolyn	Information shared
9:10 – 9:40	LPC Projects – 2016-2017 – Staff Updates • Contra Costa Transitional Kindergarten Stipend Project Updates – Marissa Frias • Annual Young Children’s Issues Forum 2017 – Ruth Fernandez • CA-QRIS CQI Pathways – Updates-Ruth Fernandez • AB212 PDP/Site Supervisor & Director PLC Highlights – Terrissa Hein	I, D	LPC staff	Provide updates about current year projects and incentives, next steps and future direction for 2016-17
9:40 – 10:00	Discussion about 2016-17 Committee Goals and Meeting Calendar	D, C	Carolyn	Discuss direction of the committee for the current year and define future meeting dates
10:00 -10:55	Review and Discuss Stakeholder Surveys released by the Commission on Teacher Credentialing based on the work of the Commission’s Child Development Permit Advisory Panel.	I, D,C	Ruth & Terrissa	Gather recommendations from committee about survey recommendations
11:00	Next meeting agenda items/follow-up steps Adjournment NEXT MEETING: TBD	I	All	Define next meeting topics

D = Discussion C = Consensus A = Action I = Information

- Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the LPC to a majority of members of the Projects & Workforce Development Committee less than 96 hours prior to that meeting are available for public inspection at 77 Santa Barbara Road, Pleasant Hill, during normal business hours.
- Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

Minutes of LPC Projects and Workforce Development Committee Meeting

2/23/2016

Las Trampas Room

2:00 p.m.-4:00 p.m.

Members: Chair Carolyn Johnson, Luis Arenas, Silvana Mosca-Carreon, Margaret Wiegert-Jacobs

Members Absent: Cynthia Castain, Joan Means, Deborah Penry

Staff: Ruth Fernandez, Mary Louise Vander Meulen

Guests: Marissa Frias, Terrissa Hein

Welcome/Introductions:

- Chair Carolyn Johnson welcomed everyone to the meeting at 2:06 p.m.
- *Agenda Review/Approval:* Margaret Wiegert-Jacobs moved to approve the agenda for 2-23-16. Luis Arenas seconded the motion. Motion carried.
 - AYE: Arenas, Johnson, Mosca-Carreon, Wiegert-Jacobs
 - NAY: None
 - ABSENT: Castain, Means, Penry
 - ABSTAIN: None
- *Minutes Review/Approval:* Margaret Wiegert-Jacobs moved to approve the minutes from the 10-27-15 meeting. Silvana Mosca-Carreon seconded the motion. Motion carried.
 - AYE: Johnson, Mosca-Carreon, Wiegert-Jacobs
 - NAY: None
 - ABSENT: Castain, Means, Penry
 - ABSTAIN: Arenas

Public Comment:

- No comments on the agenda.
- Items of interest to the public.
 - Margaret Wiegert-Jacobs shared the brochure for the 22nd Annual Early Learning Conference to be held at DVC on Saturday, April 23, 2016; *Opening the Door to Family Engagement*. The keynote speaker will be Rona Renner, RN; Parenting Coach and Temperament Specialist.

LPC Projects -2015-2016

- PDP Update
 - The PDP program this year is a countywide program in collaboration of the Contra Costa County Office of Education and First 5 Contra Costa.
 - The data collection is being done by First 5. The report that Terrissa has received from First 5 shows 95 participants, not 140 that they reported earlier. She noted that six participants appear to be new applicants. Terrissa Hein is stilling reviewing the information she has received from First 5 at this time.
 - Professional growth plans and permits are still being processed with Terrissa Hein.
 - Two foreign transcripts have been sent for evaluation this year so far for a teacher, and one for a non-teacher.
- Review Draft PDP MOU
 - The PDP MOU update with First 5 will be addressed by Ruth Fernandez at the next meeting. No new information was available at this time.
- Site Supervisor and Director PLC Update
 - A brief overview of the Site Supervisor and Director PLC for 2015-16 was shared by Terrissa Hein. Ten applicants were approved for the PLC. A number of them were returning from last year.
 - A mandatory two-day PLC Leadership Academy was expected of the ten participants. This took place on February 5-6, 2016 at the San Damiano Retreat Center in Danville, CA. The retreat was led by Ruth Fernandez and Kathryn Graver from AIM for Excellence from the McCormick Center.

Kathryn worked on the online training module that the group is to be working on this year for the PLC. This training is Module 1: Leading the Way. The participants have 56 days to complete the module after logging on and signing up.

- Terrissa Hein noted that Ruth Fernandez had shared with her the participants really enjoyed themselves and were very engaged over the two days. A number of the participants requested that they be able to amend their SMART goals after the two day event because of what they had learned. Terrissa will continue working on these goals with the group at the next PLC meeting that is to be held on Monday, February 29, 2016 at CCCOE.
- Brief discussion held on the possibility of earning college credit for the module training. Terrissa is in communication with the McCormick Center regarding this option. It is not looking like this is a possibility.
- **Status of Contra Costa Transitional Kindergarten Stipend Project**
 - Marissa Frias shared that Ruth Fernandez met with CDE once or twice since the committees last meeting for updates on the Transitional Kindergarten Stipend Project. Ruth feels that Contra Costa County is doing well at this time compared to other counties.
 - Marissa Frias shared that 42 applicants have applied at this time and have been reimbursed; 35 are TK teachers and 7 are CSPP teachers. A total of \$19,950.00 has been given out in reimbursements so far.
 - The amount reimbursed to TK teachers is less than the amount reimbursed to CSPP teachers. This is due to the CSPP teachers asking for ECE and Child Development educational classes to be reimbursed as the TK teachers are asking for professional development to be reimbursed.
 - School districts that have participated in the project are: Mt. Diablo, Pittsburg, San Ramon and Walnut Creek.
 - CSPP sites that have participated in the project are: Concord Child Care Center and YMCA of the East Bay.
 - Discussion held regarding CSPP teachers understanding that they may be eligible, and that classes taken at any college for ECE and Child Development are eligible not just classes taken at Brandman. The possibility of Marissa doing an in-service at CSB was discussed.
 - Marissa will be sending out further communication to the TK and CSPP teachers to reinforce what has been already presented and to clarify a few points on who is eligible and what classes apply for reimbursement.
- **Annual Young Children's Issues Forum – Teacher Panel**
 - Mary Louise Vander Meulen shared with the committee there are 3 teachers that have agreed to be on the panel for the 12th Annual Forum: Benu Chhabra, John Moon, and Staci Roundtree. Several other invitations have gone out to teachers with no response as of yet. Suzanne Di Lillo is assisting Ruth Fernandez with the invitations to the other teachers.
 - The evening of March 3, 2016 is set to have a meeting with the teachers on the panel, Ruth Fernandez and Crystal McClendon-Gourdine. This time will be set aside to go over the events of the day and the teachers part on the panel.

Debrief Annual Member Retreat

- Carolyn Johnson and the other members of the committee felt the LPC Retreat was well attended and very engaging. The small group activities were helpful.
- Everyone should have received an email from ML Vander Meulen last week with the summary written up by Deborah Penry of the activities done that day by the attendees.

Discuss Committee Goals and Projects for 2016

- Chair Carolyn Johnson suggested that this item be tabled until the next meeting since no information was available at this time.

Next Meeting Agenda Items/Follow-up Steps

- The next meeting will be held on Tuesday, April 26, 2016 from 2-4:00 pm.
- Terrissa Hein suggested that there may be a need to have a meeting in March 2016 to discuss the AB212 plan for 2016-17. Terrissa will check with Ruth Fernandez on this matter. ML Vander Meulen will send out possible dates for the meeting if this is needed.

- Discussion held on best time of day to have the committee meetings:
 - Silvana Mosca-Carreon – Best in the afternoon
 - Joan Means – teaching schedule this semester is in the afternoon.
 - This may need further discussion at the next meeting.

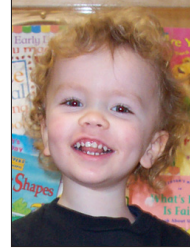
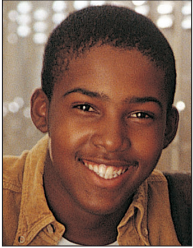
Adjournment:

- *Adjournment:* Silvana Mosca-Carreon moved to adjourn the meeting. Luis Arenas seconded the motion. Motion carried.
 - AYE: Arenas, Johnson, Mosca-Carreon, Wiegert-Jacobs
 - NAY: None
 - ABSENT: Castain, Means, Penry
 - ABSTAIN: None
- Meeting adjourned at 3:10 pm.

DRAFT



**Contra Costa County
Local Planning and Advisory Council
for Early Care and Education**



SAVE THE DATE—

13th Annual Young Children's Issues Forum 2017 "Speak Out for Children: Educate and Advocate"

Join your local state legislators, local elected officials, business leaders, early childhood educators, families, and the community in a dialogue about the current movement to elevate the quality of Early Care and Education services for all children and promote increased compensation.

- When:** Saturday, March 18, 2017, 9:00 AM – 2:00 PM
Registration and resource fair begins at 8:30 AM
- Where:** Pleasant Hill Community Center
320 Civic Drive, Pleasant Hill, CA 94523
- Cost:** \$15 - Space is limited
Resources, continental breakfast and light lunch provided.

Watch for registration information on our website:

www.plan4kids.org

Limited child care available for children 2 years and up.
For more information, please call Ruth Fernández at 925-942-3413
Coordinated by the Contra Costa County Office of Education

