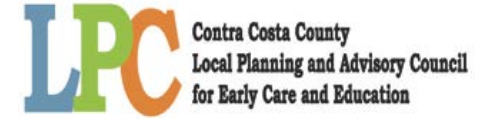




CONTRA COSTA COUNTY
Office of Education
learn • lead • achieve

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Contra Costa County Office of Education

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

Purpose: **LPC Executive & Budget Committee Meeting**
Location: 77 Santa Barbara Road ~ Las Trampas Conference Room
Pleasant Hill, California 94523
Time: **1:30 PM – 2:30 PM**

Facilitator: **Deborah Penry, Chair**
Timekeeper: **Ruth Fernandez**
Recorder: **Mary Louise Vander Meulen**

*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 County Local Planning and Advisory Council for Early Care and Education (LPC) will provide reasonable accommodations for persons with disabilities planning to participate in Contra Costa County Local Planning and Advisory Council for Early Care and Education meetings who contact the LPC Coordinator at least 48 hours before the meeting at 925-942-3413.*

AGENDA
Tuesday, April 12, 2016

TIME	AGENDA TOPIC	PURPOSE	DISCUSSION LEADER	DESIRED OUTCOME
1:30 - 1:35	Welcome/Introductions Agenda Review and Approval for 4.12.16 – Action	C, A	Deborah	Approval of minutes and agenda
1:35 – 1:40	Public Comment	I	All	Members of the public may comment on items of interest or items on the agenda
1:40 - 2:15	Discuss and Approve AB212 Program Recommendations for 2016-2017 State Plan - Action	I, D, A	Ruth and Carolyn	Group discussion about current workforce needs and opportunities to leverage funding with First 5 Partnership and CDE funding for QRIS
2:15 – 2:25	Review and Approve LPC letter regarding Forum to Legislative Staff - Action Review and Discuss LPC Application from Brenda Brown for LPC Membership - Action	I,D, A	All	Review draft letter to share Forum success and Keynote presenter ppt. Review LPC Membership application received and consider appointment recommendation
2:30	Adjournment – Action Next meeting: 5.9.16 ~ 9 – 11 am	A	All	Next Exec Committee Meeting Identified

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

- NOTE:
- 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 Executive 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.

Section II
Current Needs and Resources - Continued

**Summary of Retention Activities Plan
2015-2016**

CONTRA COSTA PDP Stipends – CARES PLUS INCENTIVES AS APPROVED BY FIRST 5 CA

- ~~Annual Participation Stipend for entry level educators committed to complete AA/BA – TBD based on number of applications received and available funding~~
- **Stipends locally approved for completion of CARES Plus components including: CORE, Comp A, Comp B, Comp D-MTP**
- Lost wages – Up to \$1,000
- Foreign Transcript Evaluations – Up to \$350
- Degree Completion Bonus– \$1,000

Site Supervisor and Director Stipends – SITE SUPERVISOR AND DIRECTOR PLC PROJECT

- Incentive: \$ for completion of cohort hours (# of expected hours TBD and stipend amount based # of participants)
 - Target Audience: Directors/Site Supervisors
 - Timeframe: Cohort would meet year round. Education Liaison will work with all state-funded programs including those participating in the RTT-EL Grant and the new CSPP QRIS Block Grant
- ~~Coaching Services—AB212~~
~~/Cohorts focused on ECE CompSAT (25-30 participants)~~
- I. ~~Leadership~~
 - II. ~~Professionalism~~
 - III. ~~Administration & Supervision~~

Discretionary Funds for AB212 Sponsored Professional Development

- *A Road Map to Kindergarten*[®] Trainings and presentations for all state funded programs
- Professional Growth Advisors Training (Train-the-trainers model) ~~1 per year~~
- Community Hot Topics Seminars - Hosted regionally, rotating sites. Topics to be determined by staff survey
- **Other relevant professional development opportunities aligned with QRIS and specific program needs**

OTHER SUPPORTS

- Permit processing
- Professional Growth Plan and Record development
- Higher Education/Financial Aid and Student Loan Fairs – In partnership with Community Agencies
- Resource/Wellness Fair – In partnership with Community Agencies

NOTE: The LPC's Project s and Workforce Committee will identify additional incentives and/or stipends within the fiscal year, if funds are still available and once the above core program components have been funded and based on the number of eligible applications received within the fiscal year.

The LPC carefully considers data collected directly from teachers, administrators and site leadership of state-funded programs to develop the annual AB212 Staff Retention Plan of Activities. Additionally, the Contra Costa AB212 Program components were carefully developed based on relevant research and studies conducted statewide and nationally, as referenced below:

The research conducted by the Annenberg Institute for School Reform at Brown University emphasizes two key points:

- “Understanding what motivates adults to grow and learn enhances professional development and helps the school or district become a community of learners” (*Professional Learning Communities: Professional Development Strategies That Improve Instruction*, retrieved on 3/16/2009, <http://www.annenberginstitute.org/pdf/ProfLearning.pdf>)
- “Adults have accumulated a foundation of experiences, knowledge, skills, interests, and competence; they are most interested in learning subjects that have immediate relevance to their jobs or personal lives” (*Professional Learning Communities: Professional Development Strategies That Improve Instruction*, retrieved on 3/16/2009, <http://www.annenberginstitute.org/pdf/ProfLearning.pdf>)

Section III – Priorities

Participants who receive AB 212 funds are required to work directly with children **or to directly supervise teaching staff working at least 15 hours a week with children ages 0-12** in Title 5 state- funded programs in Contra Costa County.

Considering that participation in the AB212 Program is voluntary and is influenced by other external factors such as: employment conditions and/or employer sponsored activities, First 5 sponsored activities/CARES plus, RTT/QRIS activities, and educational long-term commitments, the incentive amounts and funding allocation may fluctuate between program components based on participation and funds available. In the event the demand for financial incentives outweighs available funding, the program staff retains the authority to adjust stipend amounts accordingly.

All staff working at state-funded programs serving children ages 0-12 and who meet the requirements for eligibility may apply and participate. Application to the program does not guarantee payment of financial incentives. Stipends will be awarded based on funding availability. AB212 program eligibility is based on annual participation requirements which are reviewed and determined on a yearly basis by the LPC.

The LPC's Project s and Workforce Committee may choose to identify additional incentives and/or stipends within the fiscal year, if funds are available once core program components have been funded and based on the number of eligible applications received within the fiscal year.

Section IV – Measurable Outcomes

The AB212 program will continue to develop and administer evaluation tools that track staff participation, job retention, and professional development. Program outcomes will be measured and tracked (via File-Maker Pro Database) independently by program component. ~~Qualitative indicators of satisfaction and success will be compared between the two programs.~~

A variety of tools might be developed and used to collect feedback and measure accomplishments such as:

- Focus groups
- Individual paper and on-line **satisfaction** surveys
- Participation rates and activity reports

AB212 program participants will be surveyed to assess the impact of the program on:

- Increased number of staff advancing along the Child Development Permit Matrix.
- Increased retention rates of staff at state-funded programs.
- ~~▪ Increased number of staff that advances in their educational plan to attain a degree.~~
- **Increased number of staff members participating in the CARES PLUS program in order to ensure they are on a degree path, thereby increasing the quality of the care delivered to children in Contra Costa County.**