

School Readiness Committee Meeting Agenda

Thursday, November 1, 2018 | 9:00 a.m. to 11:00 a.m.

Contra Costa County Office of Education | Las Trampas Conference Room | 77 Santa Barbara Road | Pleasant Hill, CA 94523

CHAIR: Brenda Brown

TIMEKEEPER: Susan Jeong, LPC Coordinator

RECORDER: Melody Yee

*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.*

Call to Order (5 minutes)

Brenda Brown

- Welcome and Introduction
- Minutes and Agenda Review (**ACTION**)

Public Comment (3 minutes per speaker)

Brenda Brown

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.

- Items on the Agenda
- Items of Interest to the Public

Passport to Kindergarten (30 minutes)

Brenda Brown, All

- Update on the status of Passport launch
- Spanish translation
- Promo video

Group Discussion: What is next for the Committee (75 minutes)

Brenda Brown, All

- What have you discussed doing?
- What is the role of the LPC in supporting parent engagement?

Discussion (25 minutes)

Brenda Brown and Susan Jeong, All

- Priorities for this year (November 9 retreat)

Adjournment (5 minutes) (**ACTION**)

NEXT MEETING: January 3, 2019, 9:00 a.m. to 11:00 a.m.
Contra Costa County Office of Education, Briones Conference Room

- 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.

Minutes of
LPC School Readiness Committee Meeting
Thursday, May 3, 2018
9:00 a.m. -11:00 p.m.
Las Trampas Conference Room

Members Present: Chair Deborah Penry, Cathy Roof, Stacie Roundtree

Members Absent: Carolyn Johnson, Phelicia Lang

LPC Guests: Liliana Gonzalez, First 5- Help Me Grow, Sara Rizir-Baer, Tandem Partners in Early Learning

Staff Present: Susan Jeong, Melody Yee

1.0 Welcome/Introductions

- Welcome – Deborah Penry welcomed the committee at 9:13 a.m.
- Review and Approval of Agenda for 5.3.18: Agenda reviewed. Stacie Roundtree moved to approve the agenda. Cathy Roof seconded the motion. Motion to approve the agenda carried.
 - AYES: Penry, Roof, Roundtree
 - NAYS: None
 - ABSENT: Johnson, Lang
 - ABSTAIN: None
- Review and Approval of Minutes from 11.2.17: Minutes were reviewed. Cathy Roof moved to approve the agenda. Stacie Roundtree seconded the motion. Motion to approve the agenda carried.
 - AYES: Penry, Roof, Roundtree
 - NAYS: None
 - ABSENT: Johnson, Lang
 - ABSTAIN: None

2.0 Public Comment:

- Liliana Gonzalez announced and invited the attendees to the Help Me Grow Café to be held may 15, 2018 at Building Blocks Collaborative, located at 310 9th Street, Richmond, CA 94801, from 9:00am to 12:00pm. Liliana handed out flyers with the registration link. Liliana asked for suggestions for future host agencies.
- Liliana Gonzalez announced the upcoming Help Me Grow media campaign to kick-off June 2018. When live, she invited the Committee to sign up for the Help Me Grow newsletter which will list upcoming Help Me Grow Cafés.
- Cathy Roof announced the Martinez Early Childhood Center, Inc. (MECC) 39th Annual Wine Tasting event to benefit MECC scheduled for May 11, 2018 from 5:00pm to 9:00pm at the Pleasant Hill Community Center, located at 320 Civic Drive, Pleasant Hill, CA 94523.

3.0 “Passport” Development:

- Deborah Penry shared a draft of the “Passport” for the Committee to review

Minutes taken by: Melody Yee

Minutes Approved:

- A brief discussion of a stamp vs. sticker, including ease of use for First 5 and libraries
- It was announced the Passport will be translated in to Spanish once the English version finalized
- The Passport will be available as a PDF in two formats (booklet and single-page) on the www.plan4kids.website once complete

4.0 Brief Presentation by Tandem:

- Sara Rizir-Baer gave a brief overview of Tandem Partners in Early Learning
 - Information about workshops, partnerships, current locations for workshops and Storycycles
 - A request for workshop ideas, book recommendations, or possible community partners was made by Sara
 - Sara is scheduled to give a longer, more detailed presentation at the June 4, 2018 General Board Meeting

5.0 LPC and Community Updates/Announcements:

- Susan Jeong announced that A Road Map to Kindergarten® trainer Ruth Fernandez, who is now with First 5 Contra Costa, is finalizing a plan to bring on trainers for the RMTK Seminars
 - Ruth Fernandez has committed to an RMTK training for Fall 2018

6.0 Next Meeting Agenda Items/Adjournment

- Cathy Roof moved to adjourn the meeting. Stacie Roundtree seconded the motion. Motion carried. Meeting adjourned at 10:42 a.m.
 - AYES: Penry, Roof, Roundtree
 - NAYS: None
 - ABSENT: Johnson, Lang
 - ABSTAIN: None

Next Meeting: September 6, 2018 from 10:00am to 12:00pm in the Contra Costa County Office of Education John Muir Conference Room.