



**LPC Project Advisory Committee Meeting
Meeting Minutes
December 18, 2007**

Members Present: Virginia Richardson, Brenda Sharp, Victoria Morgan, Kathy Lafferty, Catherine Giacalone

Staff Present: Terrissa Hein, Julie Everhart, Reina Aguilar, Ruth Fernandez

- I. Welcome/ Agenda Review Debrief on ELOA Final Report
 - Rachel Zorman with Hatchuel, Tabernik, and Assoc.(HTA), gave a preview of the ELOA final report at the LPC annual retreat on November 29. LPC members, including new members, Debra Penry, Doug Rowe, and Darryl Hanson, gave feedback and were very helpful in revising the report. Debra was central in getting the report to an acceptable place. Ruth suggested that the LPC Project Advisory committee invite Tim, the manager of HTA, to a meeting to discuss the low quality of the final report.
- II. Reports on ELOA grant activities
 - The First 5 report proved the need for director support. Catherine reported that First 5 duplicated the training provided at homeless shelters, through the ELOA grant, to the dime. First 5 is having a symposium in January centered around homeless education. Parent training to folks that are in shelters long term is difficult. Brenda reported that the curriculum was a bit over the top for these parents.
- III. ELOA Budget Review
 - We discovered in Spring that there was a large imbalance in the salaries line item on the budget. Because we couldn't transfer money to the other line items we had to be creative in our spending of the funds. We will be returning the unspent \$28,000 to the state, out of the original one million dollar budget.
- IV. ELOA Next Steps
 - The department managers involved in the individual strands will continue to meet.

V. AB212 Update

A. PDP:

- The money in the regular pot to cover incentives has already been spent so we will use the One Time funding from here on out. Our latest pay out of \$23,000 for stipends will be in January.
- Terrissa has been working with the participants on Quality Improvement Plans (QIP). This has raised their awareness of what quality is and asks them to go deeper into the question. Participants have reported that they have received good, positive feedback from the parents towards the improvements and changes that they made.
- Terrissa and Reina are now making monthly visits to each of the State Funded centers, which has been very successful.
- First 5 will pay \$75.00 per unit to our MA students for completion of coursework. This is an additional incentive, which was not included in the State contract. We will be adhering to the State contract as it was written and will therefore not be funding this incentive.

B. Professional Growth Awards:

- The Professional Growth Awards for 07-08 have gone into full swing. There will be four training modules, each one having at least four separate training dates that the participant must attend in order to earn the \$500.00 award and 18 professional growth hours. Registration for all four modules is full.
 - 1) Module 1 West – Special Needs presented by “Kids Included Together” (KIT). We have accepted 66 into the class out of the 73 that registered.
 - 2) Module 1 East. We have accepted 62 into the class out of the 73 that registered.
 - 3) Module 2 – CPIN Network meetings. There are 16 people registered for this class.
 - 4) Module 3 – Preschool Literacy Framework being presented by Hatchuel, Tabernik & Associates. 34 people have registered.
 - 5) Module 4 – Cultural Diversity being presented by Mills College. 113 have registered for this module but we were only able to allow 52 into the class.

VI. Quarterly Meetings with Site Administrators.

- The first two meetings were held in July and October. The next meetings are scheduled for January 3rd and in April or May.

VII. Symposium:

- Ruth will report on the kindergarten symposium scheduled for May. The first planning meeting is this afternoon. The planning

committee includes kindergarten teachers, principals, LPC members, and preschool teachers.

VIII. ESL Class:

- A new project has been developed with Catholic Charities that is being funded through the AB212 one time funding. The classes are for Teacher Assistants and other staff who are ESL learners. Participants must attend 100 hour of class time. The class in the West County began in October with 12 participants enrolled. We have identified participants for the Central County class and will send out invitations by Friday. The class starts on January 8. The college preparatory class will introduce ECE terms to ESL learners.

IX. Announcements & Next Meeting Agenda

- We will be holding ECERS training on January 5th for approximately 40 participants who have had no previous ECERS training.

Meeting adjourned at 11:00 a.m.