



Joseph A. Ovick, Ed. D., Superintendent of Schools
 77 Santa Barbara Road, Pleasant Hill, CA 94523
 (925) 942-3388
 Contra Costa County Office of Education

Contra Costa County Local Planning Council for Child Care and Development


Purpose: LPC Transition2K Adhoc Committee Meeting
 Location: CCCOE/Training Room 21
 Time: 9:00 AM – 11:00 AM

Facilitator: Ruth Fernández
 Timekeeper: Ruth Fernández (Staff)

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

AGENDA

Tuesday, December 6, 2011



TIME	AGENDA TOPIC	PURPOSE	DISCUSSION LEADER	DESIRED OUTCOME
9:00 - 9:10	Welcome/Introductions	C, A	Ruth	Approval of agenda and/or amendments
9:10 - 9:20	Group Discussion: <ul style="list-style-type: none"> • Announce Committee Chair • Review Meeting Calendar for new members/participants 	I, D	All	Discuss committee structure and scope of work
9:20 - 9:40	Committee Member Updates	I,D	All	Information shared regarding committee tasks
9:40 - 10:30	Review Local Dissemination Strategies How is missing at the table?	I, D	All	Discuss vision for parent education campaign, strategies and projects.
10:30 – 11:00	Review next steps	I,C	All	Establish regular meeting dates for the calendar year.

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

NEXT MEETING: January 3, 2012
9 AM -11AM
CCCOT- Mt. Diablo Room



CONTRA COSTA COUNTY
LOCAL PLANNING COUNCIL FOR CHILD CARE AND DEVELOPMENT
Minutes of PreK-to-K Transition Adhoc Committee Meeting

Tuesday, October 4, 2011
9:00-11:00 a.m.

Members Present: Carolyn Johnson, Doug Rowe, Estela Alvarez (via telephone), Deborah Penry,
Members Absent: Daniele Storey, Janeen Rockwell-Owens
Staff Present: Ruth Fernandez, Terrissa Hein
Guests: Suzanne Di Lillo

Committee tasks:

- Oversee dissemination of Road Map
- Leading parent education efforts
- Utilize Road Map as the link to building relationships with school districts

A Road Map to Kindergarten Parent Education Series Pilot:

- Pilot 6, 2-hour workshops that would be site specific in WCCUSD (Verde, Lake, Lincoln) for state preschool and Head Start families. Suzanne Di Lillo, Ruth and Janice are working on study planning, preparation and implementation.

Group Discussion points and ideas for Parent Education Campaign utilizing A Road Map to K:

- Doug Rowe – the Road Map to Kindergarten create bridges between Preschool parents and kindergarten parents.
- Doug Rowe – Acknowledge the importance/urgency to perform research on who can fund trainings, marketing and implementation of tool within the county and beyond.
- Suzanne DeLillo – Teacher training on A Road Map to Kindergarten would be ideal through LPC or PDP venues
- Deborah Penry – suggested a few programs could be models on how to use the Road Map with families and to insure usefulness and that it will not be placed on the shelf. Possibly use the CBTM grants for implementing the Road Map to Kindergarten.
- Suzanne – suggested that it would be ideal from an adult education perspective, to video A Road Map to Kindergarten trainings as a tool for observation with Q & A breakdown by participants
- Doug – Kick Start (<http://fundusnow.com/Kickstart.php>) and also software program
- Deborah – First 5 and PMD would be a great audience for the tool. Ruth shared that she has made contact with Debi Silverman about the availability of A Road Map to Kindergarten. Ruth shared User's Information Page and a sample of the tool at a PMD Collaborative meeting at First 5.
- Carolyn – Need facilitator to oversee marketing strategy. Ruth is too busy. Need LPC strategy and \$\$ for staff to distribute. Who is the implementer?
- Doug – Use the handout more effectively
- Carolyn – Webcast, city funding for programming, 3-minute spots, make your mark
- Suzanne – Narrative value. Research value of the pilot to enhance the marketing
- Doug – Involvement requires training (Doug requests training). Stanford Project for evaluation (Doug to provide contact information)
- Terrissa – What about the speakers Bureau or Speech students at colleges?
- Carolyn – Head Start partners

- Deborah – Develop the model first that remains consistent and credible
- Suzanne – Can validate the tool through data

Next steps:

- Develop Parent Series Curriculum (Ruth)
- Follow-up with pilot sites:
 - Verde
 - Lake
 - Lincoln (Suzanne, Ruth, Janice Thompson, Kathy Lafferty)
 - Cambridge Community Center
- Explore connection with Stanford Foundation for Technical Assistance (Doug)
- Prepare draft of introduction/marketing letter for the Road Map to Kindergarten to be signed by Dr. Ovick, and disseminated to strategic partners, services providers, and other. (Carolyn and Terrissa to develop draft and bring to next meeting)
- Check with CCCOE technology staff about the possibility to have an exclusive Road Map to K e-mail address (Terrissa and Mac Carey)
- Prepare a PMD proposal for creation of training video (Deborah)

Send drafts 2-3 days prior to next meeting on November 1

Long-term goals:

Action Plan-Phase I:

- Fundraising
- Social Marketing tools – Messaging
- Piloting Implementation and collecting data

Meeting adjourned at 11:00 a.m.

This Committee will meet the first Tuesday of every month.



Contra Costa County Local Planning Council for Child Care and Development

PreK-to-K Adhoc Committee Meeting Calendar 2011-2012

MEETING	DATE	TIME	LOCATION
PreK-to-K Transition Adhoc Committee	October 4, 2011	9:00-11:00 AM	CCCOE John Muir Room
PreK-to-K Transition Adhoc Committee	December 6, 2011	9:00-11:00 AM	CCCOE
PreK-to-K Transition Adhoc Committee	January 3, 2012	9:00-11:00 AM	CCCOE
PreK-to-K Transition Adhoc Committee	February 7, 2012	9:00-11:00 AM	CCCOE Contra Loma Room
PreK-to-K Transition Adhoc Committee	March 6, 2012	9:00-11:00 AM	CCCOE Contra Loma Room
PreK-to-K Transition Adhoc Committee	April 3, 2012	9:00-11:00 AM	CCCOE Contra Loma Room
PreK-to-K Transition Adhoc Committee	May 1, 2012	9:00-11:00 AM	CCCOE Contra Loma Room
PreK-to-K Transition Adhoc Committee	June 5, 2012	9:00-11:00 AM	CCCOE Contra Loma Room

