



The Santa Cruz County Child Care Planning Council  
 El Consejo de Planeación de Cuidado Infantil del Condado de Santa Cruz  
 www.childcareplanning.org

ECE CONFERENCE PLANNING COMMITTEE  
 Thursday, January 12, 2012, 3:00-5:00 PM  
 Santa Cruz County Office of Education  
 400 Encinal St. Santa Cruz, CA 95060

### AGENDA

**Coordinator:** Diane Oyler (CCPC)

**Chair:** Michele Mosher (California Early Childhood Mentor Program)

**Members:** Vicki Boriack (First 5 Santa Cruz County), Maria Castro (Central CA MHS), Irene Freiberg (Growing Years Preschool), Jean Gallegher-Heil (Cabrillo College), Lorena Gonzalez (Head Start), Karen Hamman (PVUSD), Rob Mullen (Coast Community Preschool), Sandy Paiva (Cabrillo College).

Time	Item	Facilitator
3:00	Welcome and Introductions.	Michele Mosher (Chair)
3:10	Conference date and facilities	Jean
3:20	Theme? Keynote speaker(s)	All
3:45	Workshops: strands, potential presenters	All
4:00	Choose areas of responsibility	All
4:30	2011 budget report	Diane
4:40	Sponsorships	Diane
4:55	Set next meeting date, place, time	All
5:00	Adjourn	

#### JANUARY

- Convene ECE Conference Committee; choose areas of responsibility

**Budget:** Review last year's final budget figures; create pro forma budget

- Contact First 5, CCAEYC, PACE re: sponsorship

**Coordinator:** revise timeline for current year

- Revise workshop proposal form.

**Facilities:** Reserve all facilities (keynote, lunch, workshops)

**Presenters:**

- Contact keynote speaker(s)
- Identify potential presenters; discuss workshops

#### FEBRUARY/MARCH

**Translation:** Contact translators to save date

**Awards:** Discuss awards time line and nomination process

**Presenters**

- Contact potential presenters with request and workshop form: \_\_\_\_\_
- Presenters respond: \_\_\_\_\_
- Follow up contacts: \_\_\_\_\_
- Workshop proposals due by email: \_\_\_\_\_