



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 MINUTES

Thursday, September 22, 2011

Growing Years Preschool

Coordinator: Diane Oyler (CCPC)

Chair: Michele Mosher (California Early Childhood Mentor Program)

Members Present: Vicki Boriack (First 5 Santa Cruz County), Irene Freiberg (Growing Years Preschool), Lorena Gonzales (Head Start), Karen Hamman (PVUSD), Jean Gallagher-Heil (Cabrillo College), Rob Mullen (Costal Community Preschool), Sandy Paiva (Cabrillo College).

Members Absent: Maria Castro (Central CA MHS).

I. WELCOME/INTRODUCTIONS

- All members were welcomed to the meeting.
- Remember to keep the bathrooms open through the entire conference, last year they were locked early in the day.
- Also remember the workshop rooms being locked early as well.

II. FINAL PROGRAM – PACKET ASSEMBLY

- Conference packet assembly will take place at Growing Year's Preschool from 2:30 to 4:30 pm.
- Diane will print portfolio labels and packet materials tomorrow for packet assembly.

III. Registration Process

- Thus far there are 50 registrants.
- 21 staff members from Monterey Presidio Child Development Programs will attend the conference.

IV. REVIEW SUPPLY LIST

- Supply list was distributed to committee members
- Members reviewed their assigned tasks.

V. ROOM CHECK

- Barbara Brenner is requesting a room set for her workshop, Sandy will follow up on movable tables set up.

VI. LUNCH SET UP & FOOD CONFIRMATIONS

- Breakfast foods pick up has been arranged.
- Volunteers will be needed to set up and serve breakfast.
- Lunch count will be confirmed with D La Colmena.
- Fruit donations and pick up have been confirmed and arranged.

VII. PLAN FOR COLLECTING NAME BADGES

- Sample boxes to collect name badges were shared with committee members.
- Boxes for evaluations and name badges will be placed in session three workshop classrooms.



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- Presenters will collect name badges and evaluations and bring them to cafeteria at the end of the day.

VIII. HEAD SETS

- Margarita will pick up head sets on Friday. Angelica will make sure the batteries are OK. (She is arriving late to the Conference due to important event with her daughter).
- Margarita and Maria will distribute the head sets; would like two volunteers to take over for the five minutes so Maria can accept the Voice and Vision award.

IX. VOLUNTEERS

- Diane has four volunteers willing to work mornings 7 am to 12 pm. Wanted to know if they will have time to attend workshops.

X. CURRICULUM FLEA MARKET

- Committee members decided to cancel curriculum flea market.

XI. EXHIBITOR REPORT

- Diane reported there are 18 exhibitors.
 - Non profit exhibitors = 12 (will need 10 tables)
 - For profit exhibitors = 6 totaling \$405.00 (will need 9 tables)
- Spanish Books owner choose not to participate this year due to financial hardships.

XII. ADJOURN

Next meeting: Thursday, October 27, 2011, 3:00 – 5:00 pm. Location: Growing Years Preschool.