

**Articulation and Transition from ECE to K-3**  
**November 13, 2008**  
**4:30 – 6:30 pm**  
**Sesnon House 6500 Soquel Dr. Aptos, CA 95003**

**Chair:** Ann Wise (CCPC, San Lorenzo Valley)

**Members Present:** Bonnie Farrar-Dunbar, (Retired K-12 Teacher), Irene Freiberg, (Growing Years Preschool), Christine Furlanic, (Parent, CCPC), Tricia Pastor Cross, (Live Oak Child Development), Craig Young, (Mintie White Elementary).

**Absent Members:** Kim Sakamoto-Steidl, (Cabrillo College, Freedom Elementary), Rob Mullen, (Costal Community Preschool ), Lorena Gonzales, (SCCCC Head Start).

**Minute Taker:** Tricia Pastor-Cross

Item	Outcomes	Who's Responsible
<p><b><u>Housekeeping</u></b></p> <p>Review &amp; Update Committee List Info.</p> <p>Discuss final copy of parent survey</p>	<p>All Committee Members will have a better understanding about the Parent Survey.</p> <p>Committee Members will have current contact information to share with group</p>	<p>Ann passed around list so committee members could update their contact information</p> <p>Reviewed the revisions of the Parent Survey for those committee members who were not present at prior meetings. Discussed &amp; agreed that the purpose for asking the parent survey questions was solely to gain insight as to what exposure children have had in the listed areas prior to entering into kindergarten.</p>
<p><b><u>Caregiver/Teacher Survey</u></b></p> <p>Finalize Questions</p>	<p>Revise Teacher/Caregiver Questions</p>	<p>Revise Teacher/Caregiver Questions</p>
<p><b><u>Articulation</u></b></p> <p>Discuss &amp; Define Meaning Curriculum &amp; Standards</p> <p>Brainstorm Best</p>		<p>The committee spent the majority of the meeting revising the caregiver questions, and only briefly touches on the Articulation Agenda topic. We will revise this discussion at our next meeting in December.</p>

Practices for Preschool Children		
<b><u>Future Meeting Topics:</u></b>  Preschool Readiness Components  Compare & Contrast Preschool Foundations to Kindergarten Standards		

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**Family and Diverse Delivery Systems**  
**November 13, 2008**  
**4:30 – 6:30 pm**  
**Sesnon House, 6500 Soquel Dr. Aptos, CA 95003**

**Chair: Alma Martinez (First 5 Santa Cruz)**

**Committee Members Present:** Naomi Brauner (Parent,CCPC), Ellen Murtha (ChildCare Ventures & EITC), Ellen Ortiz,(Child Care Consultant).

Item	Detail	Action and Due Date
Check in/Housekeeping	<ul style="list-style-type: none"> <li>▪ Pass around email list</li> <li>▪ Pass out copies of parent survey (already implemented); and possible questions for the provider survey (questions C1-4; D1-7; E1-7)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Alma will use new email list to send notes on questions.</li> </ul>
Review Parent Survey	<ul style="list-style-type: none"> <li>▪ Although already implemented still a little uncomfortable about asking A6 and about asking to “describe the exact type of preschool/child car needed (where, what hours, cost, special needs, etc...)...” Not sure if parents would be able to describe the exact type of preschool/child care needed if they didn’t have it.</li> <li>▪ Whether preschool/daycare is needed all day/half day or if family services are needed is not asked explicitly.</li> </ul>	
Discuss Provider survey	<ul style="list-style-type: none"> <li>▪ Perhaps using the word “program” instead of “school” consistently throughout the survey would be better</li> <li>▪ Not too comfortable with the word “screens” for questions C1 &amp; C2</li> <li>▪ Don’t exactly understand the person being used in question C4. Should read : Does your teaching staff address the developmental needs of the children in your program?” <ul style="list-style-type: none"> <li>- Why would anyone answer no? What do we expect to get?</li> </ul> </li> <li>▪ For question D1 (Are families welcome in the classroom when they choose to attend), nobody’s going to say they’re not welcome because it’s against the law. We need to find a way to ask what they think they’re providing. Perhaps have some sort of multiple choice or scale. Could also have a checklist.</li> <li>▪ (continued discussion of D1) One thing that helps families feel welcome is a “check in” process that happens either as children get dropped off or picked up. Along w/ “check in” process perhaps we would want to know if there’s a parent center, and info/resource board, adult furniture...etc. Also crucial is the relationship...actually talking to the parents. Asking something about the relationship is important. It’s better to ask about a check in than a greeting b/c it involves an actual conversation. It’s also important to ask if it happens on a regular basis. <ul style="list-style-type: none"> <li>- Perhaps ask, “Is there a check-in at arrival and departure time on a regular basis?”</li> </ul> </li> <li>▪ After reading Angela’s email about potential questions, the group came up with four they’d like to use with some variation in wording</li> </ul>	<ul style="list-style-type: none"> <li>▪ Alma will email the group and Angela the 9 questions that came out of this conversation</li> </ul>

	<ul style="list-style-type: none"> <li>a. Are parents allowed/encouraged to visit either anytime or at a specific time?</li> <li>b. Do they participate in parental meetings and special events?</li> <li>c. Do they participate in routine program activities?</li> <li>d. Do they serve on the center's advisory or governing boards?</li> <li>▪ There was a suggestion to perhaps include a question about enrollment but it was decided that it wouldn't necessarily be relevant</li> <li>▪ Interested in asking if providers model good nutrition to parents; coach them on good behavior? Alma was trying to get at something like that w/ question D4(Does your school help families improve their understanding of their children and to enhance their parenting skills?) Parent education is relevant for this. <ul style="list-style-type: none"> <li>- Perhaps ask, "Does your school/program provide any parent education?"</li> </ul> </li> <li>▪ Perhaps leave out question C4 altogether b/c it's not giving us anything</li> <li>▪ It's clear that we need a question about language, we have two samples <ul style="list-style-type: none"> <li>- One should be : "Is your program able to communicate with families in their home Language?" It will be hard to be inclusive of all families w/ this question.</li> </ul> </li> <li>▪ Need another question about culture. Perhaps use: <ul style="list-style-type: none"> <li>- "Are families' home values, practices, traditions, etc. integrated into your program?"</li> <li>- Perhaps have a rating scale instead of yes/no. Maybe a 4 point Likert scale with the following options : never, sometimes, often, always</li> <li>- This question goes w/ the idea that it also helps children to begin to be comfortable w/ differences</li> </ul> </li> <li>▪ Should have about 9 questions now</li> </ul>	
Items for next mtg.	<ul style="list-style-type: none"> <li>▪ Interpret data with Angela's help</li> <li>▪ Ultimately would like to would like to write a section about what the results indicate</li> <li>▪ Try to identify what our writing role is</li> <li>▪ Perhaps find out what we can start on without data.</li> </ul>	

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**Finance and Facilities**  
**November 13, 2008**  
**4:30-6:30 pm**  
**Sesnon House 6500 Soquel Dr. Aptos, CA 95003**

**Chair:** Jim Hopper (CA, DSS)

**Committee Members:** Gail Jack (CASA); Cheryl Devlin (Mid-County Children’s Center); Larry Drury (Go Kids); Karina Cervantez (Ceres); Sandy Davie (Santa Cruz Toddler Care Center).

Item	Detail	Action and Due Date
Review work of other committees	<ul style="list-style-type: none"> <li>▪ Jim reported on the work of the Facilities and Finances Working Group.</li> <li>▪ Remainder of groups summarized their activities.</li> </ul>	<ul style="list-style-type: none"> <li>▪ N/A</li> </ul>
Talk about financing issues	<ul style="list-style-type: none"> <li>• Ongoing: Collection of finance information.</li> <li>• What are the plans at the federal level with the new Obama administration and Early Childhood Education (ECE)?</li> <li>• Gail referred the group to Yolanda Garcia, director of the E3 Institute in Santa Clara County to find out more about their funding relationship with First 5. It was recommended that the group petition the local First 5 to release funds for child care.</li> <li>• <i>Go Kids</i> business plan presented by Larry Drury, funded by the John S. and James L. Knight Foundation (private foundation). <ul style="list-style-type: none"> <li>○ The “community organizing” process was described including <ul style="list-style-type: none"> <li>▪ door-to-door neighborhood canvass and survey of families to identify the number of children under the age of 5 in the household,</li> <li>▪ identifying resources within the <u>defined geographic boundaries of a specific school</u> (important to distinguish the needs of pockets of special populations and families attending specific schools within a larger school district),</li> <li>▪ identify collaborators ,</li> <li>▪ and getting “buy in” from school and providers .</li> </ul> </li> <li>○ Believed to be funded because it was a comprehensive project addressing multiple needs in the community (e.g. partners that provided parenting &amp; ESL classes)</li> <li>○ <u>DISCUSSION:</u> <ul style="list-style-type: none"> <li>▪ Inventory of School Geographic Area- Use of existing data from the Community Assessment Project through United Way, POP, First 5. Another option is to estimate</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Larry will e-mail Jim the GoKids grant proposal and evaluation.</li> <li>▪ Gail and Larry will e-mail Jim a budget template</li> <li>▪ Jim will research adult school funded preschool Co-ops</li> </ul>

	<p>preschool aged children numbers by comparing them with annual kindergarten enrollments of schools and/or districts.</p> <ul style="list-style-type: none"> <li>▪ Importance of Alliances- Sandy presented the business plan created by the Childcare Business Alliance of Santa Cruz County. Created an opportunity for non-profit child care centers to share resources and connect about particular business needs. This allowed for the possibility of revenue producing relationships. and/or districts.</li> <li>▪ Importance of Alliances- Sandy presented the business plan created by the Childcare Business Alliance of Santa Cruz County. Created an opportunity for non-profit child care centers to share resources and connect about particular business needs. This allowed for the possibility of revenue producing relationships.</li> </ul>	
Elementary School as a non-profit hub	<ul style="list-style-type: none"> <li>▪ Important to think about how we are going to package all of this information.</li> <li>▪ School site does not necessarily have to house the non-profit hub. Community based organization may have more flexibility/ less bureaucracy</li> <li>▪ Important issues to consider: How to increase the participation rate (currently at 36%)? Not participating due to costs, lack of awareness about available programs, or other preferred child care arrangements (e.g. family members)? How to preserve existing programs and/ or help centers in danger of closing? Who are the existing providers and what are the variety of provider systems? Who defines “quality early childhood education?” The role of parental choice. Training and compensation for who?</li> </ul>	<ul style="list-style-type: none"> <li>▪ N/A</li> </ul>
Open slots at centers	<ul style="list-style-type: none"> <li>▪ A rough draft of the director’s survey was presented to the group for feedback.</li> <li>▪ The questions reviewed addressed open/available slots at the centers.</li> <li>▪ May want to rephrase to ask: If the center or family care provider has a waitlist? Length of time on the waitlist? Time of year (season) that there are more openings? What is the preferred enrollment and what is the actual enrollment? How many children are the centers licensed to serve? Are parents reducing their child’s attendance schedule due to cost?</li> </ul>	<ul style="list-style-type: none"> <li>▪ Jim will provide feedback to Angela</li> </ul>

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**Workforce and Quality Work Group**  
**November 13, 2008**  
**4:30-6:30pm**  
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**Chair:** Michele Mosher

**Present:** Vicki Boriack (First 5); Jean Gallagher-Heil (Cabrillo College); Irene Freiberg (Growing Years Preschool); Christine Kalinowski; (Ceres Policy Research); Kathy Lathrop (PVUSD); Marilyn Moore (Community Bridges); Diane Oyler (CCPC); Theresa Valdez (CCPC); Claudia Vestal (Casa Pequeña & FCC Assoc.); Jerri Winner (SCCCC Head Start).

**Members Absent:** Julie Olsen Edwards (Cabrillo College).

<b>Item</b>	<b>Detail</b>	<b>Action and Due Date</b>
Review Agenda	<ul style="list-style-type: none"> <li>▪ Review draft survey for family child care and survey for centers.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Must get the family child care and center surveys completely edited.</li> </ul>
Review family child care and centers survey	<ul style="list-style-type: none"> <li>▪ The group reviewed and edited the draft questions for the early educator survey.</li> <li>▪ In addition, the committee made the following suggestions to Ceres Research:</li> <li>▪ It is important to mirror questions that are already out there. What has already been collected in the county and model from that.</li> <li>▪ Note: for surveying some family child care providers gone from Dec. 15- Jan. 27.</li> <li>▪ Important to give enough time for the centers and family child care center to get it done approximately a month.</li> <li>▪ Must be a word document so that extra detail can be added by survey taker and so that respondents, particularly administrators of large center, can fill it out in advance in Word if they wish.</li> <li>▪ Add cover letter so that people know that we are going to be asking more specific questions further along and different categories further along in the survey. Also include that you can pass this along to your staff.</li> <li>▪ Put program name and also allow for the person filling out center survey the ability to Xerox and hand out retention questions to employees to answer themselves -Put that in cover letter. (Maybe add matrix for the employees to do themselves for really large agencies.)</li> <li>▪ Add question about permit in both surveys as noted on actual edited survey</li> </ul>	<ul style="list-style-type: none"> <li>▪ Vicky will send the appropriate names for A6 and A7 ethnicities and languages. Also question regarding 9 month and 12 month salary question.</li> <li>▪ Angela get “fall” issue in all the surveys A16, A26, etc.</li> <li>▪ Kathy will email regarding additional permit questions and information regarding them.</li> </ul>

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