



Early Learning Coalition of Sarasota County
PROFESSIONAL DEVELOPMENT, TRAINING & QUALITY
COMMITTEE MEETING

The Landings, Blue Awning, Room 218
Monday, May 19, 2008

MINUTES

ATTENDEES

Wendy Harris	Rodney Jones	Kerri Dieffenwierth
Dr. Virginia Myers	Candy Exline	Dr. Tracy Jaekel
Dr. Norman Goldstein	Dianne Rose	Mary Wolf
Jill Jacoby	Debbi Bowler	Marjorie Fondacaro
Eva Balcar	Erin Lawrence	Kathleen Sullivan
Janet Kahn	Yvette Robison	Karen Eber Davis

1. CALL TO ORDER

Meeting commenced at 10:06 am, called to order by Karen Eber Davis.

2. OLD BUSINESS

Old business was deferred to the next meeting.

3. NEW BUSINESS

Janet introduced Karen Eber Davis, explaining that she would be facilitating the meeting to allow for guided discussion and full participation by staff. Jane also introduced Yvette Robison, who will be working with the Coalition as supports and assistance are implementing as part of the Look for the Stars QIS

Training Best Practices

Karen suggested starting the meeting with a brainstorming session regarding best practices in training methods. Each group presented key ideas from their session. Ideas presented included:

- Trainer is knowledgeable, well-prepared
- Being a facilitator of training as opposed to lecturing
- Clear, concise, achievable objectives
- Training series as opposed to single training sessions
- “Guide on the side and not the sage on the stage”
- Interactive as well as modeling
- Practice strategies during training
- Leave with something concrete to use
- Helpful handouts/take-home plan
- Refreshments!

Core Competencies

Janet presented the Palm Beach Model core competencies model, which had been introduced at a previous meeting and provided a hand-out to accompany the presentation. The Palm Beach model is very comprehensive and has been developed over a number of years with participation from several community organization, including the Community College. Implementation at the Palm Beach level is not possible at this time in our community, but some key concepts can be adopted as beginning steps. Those concepts include determining the core competencies and planning trainings around them, breaking up trainings into different levels to address different levels of professional development, organizing more trainings as a series so that topics can be covered in greater depth, and finding ways to ensure that materials covered in trainings is translated into actions in the classroom.

At the next meeting, Janet said the Committee should decide how to evaluate whether the training they provide sticks or not. She mentioned the idea of not awarding CEU's until it is proven the teacher has implemented the ideas in the classroom, and also talked about using a "post-pre" evaluation instead of a "pre-post", which is considered by some to be more meaningful as participants reflect back on what they did not know to what they have learned as a result of the training.

Karen asked the group to examine the Palm Beach Core Competencies, especially tying in the QIS domains and ERS subscales. The group discussed and determined where these areas fit, all agreeing that many should be assigned to more than one area. (Details of the Palm Beach Core Competencies, QIS domains, and ERS subscales are in the attached summary and flow charts.)

Karen then asked if the categories appeared to cover the training topics the committee considered important and want to present in the coming year. Tracy Jaekel suggested challenging behavior as a separate area and Janet suggested adding diversity and cultural sensitivity. The group discussed how the trainings presented this year fit into the different Palm Beach Core Competency categories and the training subjects were sorted into categories. All this information was sorted within categories and put on the wall to obtain a visual layout of how these overlapping areas interrelate.

Palm Beach County Model Core Competencies:

1. Child Development and Learning
2. Building Family and Community Relationships
3. Observing, Documenting and Assessing to Support Young Children and Their Families
4. Teaching and Learning
5. Professionalism and Leadership
6. Health, Safety and Nutrition
7. Program Management and Administration

After looking at all this information on the wall, Kathleen suggested reducing the number of Core Competencies from the 7 identified in Palm Beach to 4:

- Child Development and Learning
- Building Family and Community Relationships
- Health, Safety and Nutrition
- Program Management and Administration

After discussing this suggestion all agreed that reducing the number of Core Competencies made sense, since the 4 the Committee decided on were the broad overarching areas, which encompassed all the competencies identified in the Palm Beach model, the QIS, the environment rating scales, and the topics suggested for trainings.

Janet reviewed the framework for the ELC sponsored training for FY 08-09. She said that all trainings will be tied into a core competency area and follow the same format incorporating the same set of best practices. Implementation of follow-up homework in order to receive the credits will also be new this upcoming year, which reinforces the idea that participants should receive in-service hours and/or CEU's once follow-up is completed. Also mentioned was implementing the post-pre assessment and providing incentives for centers to continue their training. Within the QIS, there is a professional development component and sites can focus their training to meet the needs identified in their plan.

A table discussion was held as to the best way to evaluate the amount of retention teachers have after the training. It was suggested by most that the process of "homework" in some capacity is effective and should be implemented as well as having the director sign off on the training. This will be discussed further at the next meeting.

Karen asked the group about today's meeting and asked for suggestions:

Mary said that it was helpful to organize the training and reducing the categories to what is essential.

Debbi said it will be helpful at the next meeting to plan more concretely.

Dr. Goldstein said that a tighter focus at the next meeting will provide us a better starting point.

Tracy suggested providing more information to tie in the QIS and forming a small group before the next meeting to come up with a plan so that at that meeting the efforts will be put into fine-tuning it.

Janet said that a tentative plan will be created to have a starting point.

4. ADJOURNMENT

Meeting adjourned at 11:57 am. The next meeting will be held on June 23, 2008, at 10:00 am.

(Note: After the meeting it was discovered that The Landings will not be available on June 23. The meeting on June 23 will be held at the Human Services Center, Building J, 1750 17th Street in Sarasota.)