

**Quality Assurance Subcommittee**  
**May 24, 2010**  
**9:00-11:15 a.m.**  
**Chemeketa Community College Child Development Center**  
**Meeting Notes**

**Present:** Pam Everitt, Liz Caravaca, Mandy Bennett, Diane Meisenheimer, Clarissa Martinez, Chris Kuran, Linda Nelson, Co-Facilitator, Beverly Briggs, Co-Facilitator

**Good news and updates**

- The Oregon Registry School-Age Professional Credential was approved by the Professional Development Committee at its May meeting. It is anticipated that the credential will be rolled out by late fall.
- The Oregon Registry Child Care Licensing Credential is a fourth credential being developed jointly by the Child Care Division and Oregon Center for Career Development. The credential will go to Professional Development Committee for a vote at its June meeting.
- OCCD has just completed a mailing to all trainers in the Oregon Registry Trainer Program. The mailing describes the revised standards for continuing education for trainer renewal. Trainers who are past their review dates will be asked to return a simple data form with contact information and indication of whether or not they wish to remain active. Trainers who are newer to the system are getting a letter describing the continuing education and renewal policy. Trainers will not have to submit evidence of continuing education until after their second renewal period. Some trainers are submitting their documentation now, and we will process it.
- The Building a Business management training curriculum for certified family child care providers is progressing well. Plans are to begin the first cohort in September. Announcement of the recruitment of participants and recruitment of trainers will be on the OregonAEYC website in July. <http://www.oregonaeyc.org/training.htm>
- Relationship-based professional development work has changed. Partners felt that the concepts needed more refining before being ready to develop standards for coaches. So, the item has been removed from the Quality Assurance Subcommittee work plan for now. Eventually, it will again be on our work plan.
- The statewide database, which has been known as "TED" in the development stages, now has an official name: Oregon Registry Online
- The Quality Indicators Program has sent out the first letters to centers. There has been confusion and questions about how to fill the form out, but those details are being addressed.
- Oregon Programs of Quality is in field test stage now and is being rolled out in the fall. Twenty five facilities will be able to apply in the fall. There are six standards, still in draft stage. Training & Research Institute at Western Oregon University is administering the program. The final details are forthcoming.
- Mandy Bennett reported that Multnomah County Resource & Referral recently held an Oregon Registry Overview in Spanish for Spanish-speaking providers. The session was filled to capacity with certified and registered providers and Head Start teachers.
- Chris Kuran from Resource & Referral of Washington and Columbia Counties reported that they too offered an Oregon Registry Overview session in Spanish with technical assistance following the training. It was attended by providers from registered and certified family child care homes.

- Pam Everitt reported that staff in all ten of the Oregon Department of Education teen parent and child development programs were asked to have their Oregon Registry Steps and submit documentation by May 15.
- Pam also reported that the high school summer program in Salem, mentioned last month in updates, will not be looking for space at Chemeketa Community College. They have found space in downtown Salem.

**4/26/10 meeting notes.** One correction: Diane Meisenheimer's title is incorrect. She is lead education disabilities specialist at Oregon Child Development Coalition.

### **Distance learning criteria**

Bev, Mandy, and Liz shared their work at their last work group meeting. We are viewing distance learning opportunities to be as legitimate as face to face opportunities are for quality training—both formats have their potential strengths and weaknesses. The key to any good training is communication. Regardless of training method used, the communication between trainer and participants is very important. As long as the standards for all training sessions are included in distance learning opportunities (including reflections, professional actions, etc.), distance learning is a valid means of training and is indeed preferable for some participants. We have found the current additional criteria for distance learning to be both necessary and sufficient for assuring quality.

As next steps, we are developing more guidance for how the trainer or training organization can meet the additional criteria for distance learning. The guidance will be provided on the training session planning form and on the instructions for completing the form. Perhaps it will also be included in the trainer orientation in lesson 5. That work will continue in the next couple of months. We will bring it back to the subcommittee for feedback.

### **Starting Points Curriculum Evaluation**

Bev brought OCCD's thoughts about the framework for the Starting Points curriculum evaluation. Because we have determined that curriculum authors (Joann Contini, Beverly Briggs, Patsy Kohout) should not be involved in the evaluation, Linda Nelson agreed to chair the Starting Points evaluation work group. Primary data sources will be trainers, the work group, and experts. We propose using an online survey to obtain data on trainer opinions and suggestions. The work group should be composed of point people from the R&Rs (who might also be Starting Points trainers), Quality Assurance subcommittee members, and partners. Chris Kuran (a subcommittee member, a Starting Points trainer, and an R&R point person) will be on Linda's work group. Others are welcome to join. OCCD Oregon Registry specialists will also be queried for their opinions and ideas about Starting Points.

Linda will convene the work group to do its work in June, July, and August. A progress report will be shared with the subcommittee at its August meeting. Those who would like to join her should let Linda know at [linda.c.nelson@state.or.us](mailto:linda.c.nelson@state.or.us).

### **Standards for Teen-Parent Programs**

Pam Everitt shared the Oregon Program Standards for School-Based Infant and Toddler Centers from the Oregon Department of Education, September 2008. They are finding that the standards are working well. Our focus is on the professional development pieces

for personnel. Staff members are asked to document their knowledge and successful experience with infants, toddlers, preschool age children, and adolescents. Pam reported that it is relatively simple for staff to find training on infants, toddlers, and preschool-aged children, but it is difficult to find training about adolescents. She asked for thoughts, ideas, and help for sources of this latter type of training.

Liz Caravaca mentioned GRADS—a teen parent program in New Mexico. It is teacher training that gets at working with adolescents. Liz will get the information to Pam. Any other ideas should be sent to Pam Everitt or brought to our next meeting.

### **Summer Meeting Plans**

Since our subcommittee has two very active work groups at this time, we decided that the subcommittee as a whole will not meet in June or July so that work groups can find time to meet and complete their tasks. Our next Quality Assurance Subcommittee meeting will be in August. We will work on our work plan for the next fiscal year and hear reports from the work groups. Any additional suggestions for agenda items should be sent to Bev at [babriggs@pdx.edu](mailto:babriggs@pdx.edu) or Linda at [linda.c.nelson@state.or.us](mailto:linda.c.nelson@state.or.us).

### **Next meeting dates:**

No subcommittee meetings in June, July.

Monday, August 23, 9-11, Location TBA

Monday, September 27, 9-11, Location TBA

Monday, October 25, 9-11, Location TBA

Monday, November 22, 9-11, Location TBA

No subcommittee meeting in December.

Work Groups will set their own meetings for June, July, and August.