

**CHILDHOOD CARE AND EDUCATION COORDINATING COUNCIL  
Professional Development Committee Work Plan  
Quality Assurance Subcommittee  
July 2013-June 2014**

Subcommittee Name: **Quality Assurance**

**Facilitators:** Pam Deardorff, Roni Pham

**Goal 3:**

**Provide input, guidance, and recommendations on policies and standards regarding the Oregon Registry, the Oregon Registry Trainer Program, the Oregon Registry Credentials Program and Relationship-Based Professional Development and TQRIS activities.**

<b>Goals, Strategies, Activities, Tasks</b>	<b>Responsible Parties</b>	<b>Outcome</b>	<b>Start Date</b>	<b>End Date</b>	<b>Status</b>
3.1 Draft standards for technical assistance strategies, such as coaching and professional development advising.	TRI & OCCD Work Group:	Recommendations to PDC	November 2011	Dec. 2013	In progress  PDC asked us to defer this work till next fiscal year
3.2 Examine standards for trainer evaluation, develop implementation procedures for evaluating certified trainers—coordinate with development of ORO and trainer renewal process.	OCCD & TRI, Tammy Marino, Patricia McIlveen,,Chris Kuran, Emily Haworth, Barbara Malloy, Crystal Persi, Roni Pham, Shirley Calonder, Dee Wetzal,	Evaluation process is included in trainer application instructions & trainer renewal process	February 2012	September 2013	In process
3.3 Review and implement standards for training session evaluation by participants.	Autumn David, Beverly Briggs, Beatriz Marron-Molina, Gwyn Bachtle	Training session evaluation protocol	February 2012	September 2013	In process

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3.4 Review orientation for sponsoring organization representatives and certified trainers	OCCD	Updated Orientation for sponsoring organization representatives and trainers to assure understanding and accuracy	July 2013	October 2013	In process
3.5 Revisit number of training hours for View & Reflect	OCCRR Network Chris Kuran, Roni Pham	Report; Issue Brief?	April 2012	Nov 2012	Completed
3.6 Develop renewal process for credentials	OCCD, Mandy Bennet, Crystal Persi, Autumn David, Chris Kuran	Renewal process is included in the information about credentials	May 2012	June 30 <sup>th</sup> 2013	Completed
3.7 Provide input for TQRIS development and field test as needed.	QA group	Input documentation in meeting notes as needed.	Sept. 2012	ongoing	

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<p><b>3.8 Revise the Core Body of Knowledge (CBK) into a user-friendly format.</b></p> <p><b>3.8.1 Compare other state models, NAEYC standards, Head Start standards, EI/ECSE standards to the current the Core Body of Knowledge.</b></p> <p><b>3.8.2 Make revisions to the CBK.</b></p> <p><b>3.8.3 Develop an issue brief on the revision of the CBK and present to the PDC for input and feedback.</b></p> <p><b>3.8.4 Disseminate revised Core Body of Knowledge to all professional development providers including Oregon College and University programs.</b></p>	<p>OCCD Work Group: Berni Kirkpatrick (OCCD), Autumn David (FCC), Roni Pham (OCC), Christyn Dundorf (PCC), Lori Potts (SOCC), Emily Haworth (CCR&amp;R), Tammy Marino (School Age), Erin Wilder (SOU), Lilli Carrillo (Head Start), EI/ECSE rep?, Chrystal Persi (High School). TRI</p>	<p>A revised and updated user friendly Core Body of Knowledge will be disseminated to all professional development providers including Oregon College and University programs.</p>	<p>5/2013</p>	<p>12/2013</p>	<p>In process</p>
<p><b>3.9 Provide feedback on strategies to increase the involvement of trainers in the OR. Registry Trainer Program across sectors such as Child Care, Head Start, Early Intervention/Early Childhood Special Education, Relief Nurseries, Home Visitor Programs, and Health/Mental Health Consultants.</b></p>	<p>OCCD</p>	<p>Increase the involvement of trainers in the OR. Registry Trainer program across sectors of Oregon's early learning system</p>	<p>Jan 2014</p>	<p>June 2014</p>	

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**Goal 4:**

Provide a leadership function for ad hoc specialist workgroups that develop and evaluate standardized training curricula. These curricula have been developed for 1) Child Care Division required training (funded through the Child Care and Development Fund) for licensing requirements, 2) other Child Care Division funded training, or 3) training that comes to OCCD and Professional Development Committee through other avenues.

<b>Goals, Strategies, Activities, Tasks</b>	<b>Responsible Parties</b>	<b>Outcome</b>	<b>Start Date</b>	<b>End Date</b>	<b>Status</b>
<b>4.1 Provide input on curricula and strategies to ensure that training on developmental screening and referral is available to early learning and development programs.</b>	Work group:	Training on screening and referral is available to early learning and development programs.	October 2013	June 2014	
<b>4.2 Ensure that the Quality Assurance Subcommittee has broad cross sector and higher education representation.</b>	Pam, Roni and QA subcommittee members	Input will be received on the QA work plan from a broad representation of the childhood care and education system.	July 2013	December 2013	
<b>4.3 Review and provide input on curricula training which will include how to use the statewide professional development tools with participants.</b>	Work Group:	A training which includes curricula on using the professional development tools will be reviewed and input received from the Quality Assurance Committee.	September 2013	December 2013	