

MEETING MINUTES FORM

GROUP MEETING:

PIECES Professional
Development
Committee

MEETING DATE: 4/3/03

Members Present:

Jerry Brewer, Teresa Lawlor, Judy Kachelreis, Sandy Poore , Melanie Clark, Crissy Miller, Peggy Crowe, Cindy O'Brien, Sally Byard, Bobbi Warash, Alicia Tyler, Marsha Teter, Ann Nutt, Mel Woodcock.

KEY POINTS DISCUSSED

KEY DECISIONS MADE

Welcome and Introductions and Review of Agenda

Introductions were made and new member Peggy Crowe was welcomed. Minutes were read.

Other Issues

- **STARS Registry Issues**

- Some People are not paying the \$10.00. The group decided to send out a postcard reminding them to pay the \$10.00. If the \$10.00 was not paid they would not be eligible for a renewal certificate.
- People are requesting transcript of training attended. Skip is working to get this done so that Crissy can print off an individual's training.
- The Pathway application states that an applicant will receive their credential within 60 days of receiving the application. This is not happening due to waiting for enough to do bulk mailing. It was decided that they would not longer wait to do bulk mailing, mail the credentials out as soon as possible.
- Crissy is working to create a training certificate for the provisional trainers. It will be similar to the general trainers certificate, having the same format, but will be using different paper.
- Crissy and Jason have created the certificate for the West Virginia Training Certificate in Early Care and Education. It will have three embossed seals at the bottom, bronze (60 hrs.), silver (90 hrs), and gold (120 hrs.).
- Sally would like to create a system within STARS for curriculum training for the WV Pre-K. Trainers would have to apply and get references to become the curriculum trainers. They would have some state level oversight to maintain a consistent message. Local agencies (Head Start & DOE) would be able to access them for local training. The trainers would be able to provide a menu of services, more than just content, also mentoring, etc.
- Sandy clarified that they do not need to bring all trainer approvals to the meetings for the entire committee to look at. As long as two different people looked that the application that would be enough. If there were questions about the application, those would be brought to the committee.

KEY POINTS DISCUSSED	KEY DECISIONS MADE
<ul style="list-style-type: none"> Scholarship Program 	<ul style="list-style-type: none"> Melanie voiced a concern about attending out-of-state training that do not offer CEU's (SECA, NAEYC, etc.) not counting as training on the pathway. Teresa voiced that with the social work license you were allowed 10 hours of self-study CEU's. It was suggested that if you have proof of attendance at an out-of-state conference, and could tie them to the core competencies, you would be able to count those hours as self-study (professional) hours. No more than 10 of the 45 could be used as self-study. Alicia updated the group on the scholarship program. There were 43 scholarships awarded out of the 83 applications. They were reviewed by 1. Associate degree over Bachelor degrees 2. Child Care and Family Child Care Providers over Head Start and Department of Education who have training monies. There are 6 Child Care Providers who now have degrees, and 3 more will graduate in May.
<p>Training Needs Assessment</p>	<p>Melanie handed out surveys that are being developed to send to 1. Resource & Referral Trainers, 2. Child Care Centers, 3. Family Day Care Providers. Some suggestions from the group were to:</p> <ul style="list-style-type: none"> Create choices for people to choose from on some questions. Create scales 1-5 or 10 to rate Review the Birth to Three questionnaire that was just developed Contact someone about the needs assessment that was done a few years ago under the GECIC.
<p>Core Competency Revisions</p>	<ul style="list-style-type: none"> Sally suggested to move away from the 8 CDA categories. We need to define how we want to core competencies to be used. They should support the whole pathway. The levels on the pathway need to lead into each other. There is a need to articulate the core competencies into college credit. Mel suggested that we need a strategic planning retreat, with outside facilitators to look at what we have and where we want to go. Sally is going to check if there is money in the ACDS grant to bring in Wheelock College for a two day retreat over the summer to help us envision where we want to go with the STARS system. We looked at the list of things we want to have when we revise the core competencies. Sally suggested adding the WV Pre-K content standards & objective, and Policy 2525.