



Professional Development Standards Subcommittee

Patsy Kohout & Beverly Briggs, Co-Conveners

November 19, 2007

9:00-11:30 am

Chemeketa Community College Child Development Center, Salem

Meeting Notes

Present at the meeting

Patsy Kohout, Co-Convener. Beverly Briggs, Co-Convener, Merrily Haas, Nancy Miller, Kim Ashley, Shirley Calonder, Bernie Kirkpatrick, Jeannie Suihkonen

Good news and updates

Patsy shared information about the “pause” in the John & Betty Gray Scholarships. A letter was sent to participants and an email to partners, including the Professional Development Standards Subcommittee, announcing that the scholarship funds have been fully expended for this year. It is the first year that we have fully spent the money. The good news is that the word is out and that people are using the scholarships. We are working with Oregon Community Foundation to look at options. We should know about availability of more funding by February. We will be meeting with OCF in December. Current applications are being tabled. Applicants would get a letter explaining the pause. Application forms have been removed from the website, and we are discouraging people from sending in applications at this point. This pause is only relevant to the funds administered by OCCD. If participants have questions about John & Betty Gray scholarship funds offered through community colleges, they should contact the individual colleges.

Bev reported on the recruitment of Community Trainers and Master Trainers to the Oregon Registry. We discovered that 56 of the trainers are already on the Oregon Registry, leaving 51 who are not. Of those 51, only 11 have come into the Oregon Registry Trainer Program through employer verification of qualifications. Thus, OCCD made the decision to move forward with the plan to send out the letters to all Community Trainers and Masters Trainers who are not on the Oregon Registry just to see what the response would be. As of two weeks ago, 14 trainers had sent in their requests to be articulated to the Oregon Registry. Of those, only one came in through Employer Verification, and she submitted documentation of her degree along with her request. Most of the rest were trainers in the old trainer system, OCCET. Response seemed to be very positive, as trainers added comments such as “Thanks for making this so easy!” We will keep the committee informed of the response.

The Director Certificate Training Series Issue Brief was approved at the November meeting of the Training Quality Committee.

Kim Ashley reported that the Training Quality Committee also approved the View and Reflect Training Issue Brief and that the Network is communicating with all the local resource & referral program about this option for training delivery.

Patsy distributed post cards developed by Child Care Division announcing the statewide child care training calendar.

Review meeting notes from 10/15/07

Meeting notes were approved.

Phase-In of Requirements for Final Standards for Oregon Registry Training Session

Roni Pham and Merrily Haas asked for an additional agenda item, the discussion of the remaining components of training session proposals that will be required beginning in January 2008, which include reflections, professional actions, and resources. Requiring these components on session proposals could present a hardship for Sponsoring Organization representatives since they may find it difficult to get that information from their trainers. Currently trainers are submitting their titles, descriptions, objectives and outlines to OAEYC on their workshop proposals. The addition of the session activities for reflections and professional actions may be an additional burden, resulting perhaps in fewer trainers that will be willing to offer Set Two and Set Three training sessions at conferences. If using trainers who are not in the system or who are coming from out-of-state, the trainers won't know what is meant by reflections and professional actions. So the question is: How would Sponsoring Organizations get that information in advance from their trainers in order to submit session proposals for pre-approvals? Which is the stronger value: Having the documentation for the session proposals or not having as many Set Two/Set Three sessions from Sponsoring Organizations?

The committee brainstormed solutions.

- Automatically qualify sessions if trainers have credentials
- All trainers presenting Set Two and Set Three sessions must have bachelor's degrees or higher. Do we "trust" that they will include reflections and professional actions in their sessions?
- Send the information out about Oregon's standards for reflections and professional actions in all Oregon Registry Training Sessions to inform potential presenters and trainers
- Develop another form that gives descriptions and examples of reflections and professional actions and include that with the workshop proposal form
- A separate session proposal form for Sponsoring Organizations with bullets about what is reflection and what is professional action
- Make details of professional actions and reflections optional for trainers outside the system
- Put more information of the session proposal form
- Develop a one-page form that Sponsoring Organizations can use when working with trainers outside of the system
- Communicate to trainers, "Here are the standards in Oregon and this is what we need from you."
- OAEYC could try a one page form given to trainers with their workshop proposals for the spring conference to see how it works
- Push back the implementation date for reflections, professional actions, and resources to July 2008
- Create an exception for people with credentials or who are outside of Oregon

Further discussion included:

- Oregon has set standards for training sessions that include reflections and professional actions in each session and it's important to stick to them.
- The goal is to try to get something that makes it simpler yet maintains the standards.

Merrily, Roni, and Bev will get together to develop a tool to try out for OAEYC's spring conference and they will bring the tool to the January meeting of PDS.

Oregon Registry Credentials

Bev presented a list of questions about credentials that she received at NAEYC. These questions will be considered as part of the development process of credentials.

Oregon Registry Credentials Work Group reported on their work on credentials. They propose the following purpose for Oregon Registry Credentials:

To formalize a professional's knowledge and skills in order to improve the quality of services and increase positive outcomes for children.

They also suggest that there be specific purposes for each individual credential.

Using discussions and models from other states as guides, the work group suggests the following as the components of the framework for Oregon Registry credentials. Each credential would include these components. They would be defined differently for each credential.

- Training and education
- Experience
- Observation/assessment combined with component of mentoring/coaching as is applicable for each credential
- Professional involvement or leadership
- Writing/resource file/portfolio

PDS Subcommittee agreed with the suggested purpose and framework for credentials. In addition, the committee suggested that credentials be included in the infrastructure of Quality Indicators—perhaps within the staff training and education criteria—or as a separate criterion. The proposal for credentials is attached with these minutes.

Next step is to form individual work groups for Infant/Toddler credential and director credential. Bernie, Merrily, and Shirley volunteered to serve on the Director Credential Work Group. Shirley and Jeannie volunteered to serve on the Infant/Toddler Credential. Others from the subcommittee are welcome to join either or both work groups, and other specialists will be recruited for the work. The Work Groups will do their work primarily in January and February. The work on credentials will culminate with Issue Briefs to Training Quality Committee in its May meeting.

Core Body of Knowledge—review/revision of draft

Patsy and Bev presented and reviewed the current draft of the Core Body of Knowledge. The committee made a few suggestions, but endorsed the work to date. Jeannie will send her thoughts within the week. OCCD will link the final draft to the OCCD website in early December and will send the link to subcommittee members for their final thoughts. Next steps are to finish the document by the end of December and send it to CCD for translation to Spanish. Training Quality Committee will be informed of the revision in its January meeting. Since no core knowledge categories, titles, or descriptions have been revised, there is no need for an Issue Brief at Training Quality Committee.

Mentor Standards Review and Revision

The current mentor standards were distributed to the committee. These standards were revised and implemented in 2005. The Professional Development Standards Subcommittee is charged with overseeing the implementation of the mentor standards and reviewing and revising them periodically.

Kim Ashley has asked for a review of the standards since the statewide mentor program has changed significantly since 2005. As of July 1, 2007, the mentors are employees of the local resource & referral programs.

Current issues with the standards are the requirement of 20 hours of training yearly for mentors, need for mentors for providers with limited English proficiency, and Oregon Registry requirement for mentors.

To begin the review of the standards, Oregon Child Care Resource & Referral Network will develop a survey to distribute to R&R directors in order to get their opinions on the standards. Kim will work with Bev and Patsy to draft the survey, and it will be reviewed by the PDS subcommittee in its January meeting.

Continued Discussion of Communication on Set One, Set Two, and Set Three training sessions

Meeting time ran out, and this item was not discussed. The issue was raised in the last meeting about participant error in selecting training that is at the right level of challenge for them. The discussion will continue in the January meeting.

Next scheduled subcommittee meetings

- **NOTE: No meeting in December**
- January 28, 2008 (Note the 4th Monday due to holiday), 9:00-11:00, Chemeketa Community College Child Development Center
- February 25, 2008 (Note the 4th Monday due to holiday), 9:00-11:00, Chemeketa Community College Child Development Center
- March 17, 2008, 9:00-11:00, Chemeketa Community College Child Development Center
- April 21, 2008, 9:00-11:00, Chemeketa Community College Child Development Center
- May 19, 2008, 9:00-11:00, Chemeketa Community College Child Development Center
- June 16, 2008, 9:00-11:00, Chemeketa Community College Child Development Center