

**Early Childhood Care and Education**  
Occupational Advisory Committee

Thursday, March 10, 2010

**MINUTES**

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The meeting was called to order at 7:00 p.m. Those members in attendance were:

Krista Gilday  
Elia Allyon  
Nancy Pia  
Jo Cain  
Claudia Turner  
Patricia Quinn  
Jan Everett  
Douglas Wolcickn Kuhn

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**APPROVAL OF MINUTES**

Reviewed and approved minutes of the 10/21/10 meeting.

**Membership Matrix**

The meeting began with introductions between new members. Kelly Homick briefly reviewed the purpose of the OAC and the handbook.

**Instructional Program**

Kelly began the meeting sharing her class website explaining her program to the new members. She then introduced them to the e-portfolio and asked for suggestions to make it more specific to our field. Suggestions were made to have a section for theory and a section for field under career preparation. It was also suggested to add the business correspondence to its own section for student reference but not necessary for final e-portfolio. Members were impressed by the e-portfolio and like the idea of having students email it prior to an interview. Krista Gilday shared her CDA resource collection and again, impressed with the work they do in having the CDA resource collection finished by the time they graduate. Suggestions were made to bring in a childcare representative to explain the importance of the CDA to increase the number of students graduating with the CDA ready certificate.

**NEW BUSINESS**

New members are interested in participating in both coop and job shadowing. Kelly will discuss this with her juniors so that we can start making arrangements/contacts now. Three members offered to help out with NOCTI. We will have 1 judge for each group of 4 since there are 16 seniors. Kelly will follow up with these members with specific times. Next we discussed the CPR/First Aid training. Again it is Kelly's goal and agreed by the OAC to be trained in teaching Pediatric CPR so that there is one initial cost. For this year, Kelly asked her OAC if they were offering any trainings at their site and would they be able to invite our students. Jo Cain from Tick Tock said they would most likely be able to invite our students; Kelly will follow up for possible upcoming dates. Other programs said they would look into it in hopes they could offer it for our student also.

The Gross Motor Room initiative was discussed and Kelly was given ideas to where she can go for grants, donations, and assistance with purchasing the flooring. Jan Everett gave Kelly cheaper options for flooring. The OAC has signed off on the idea and Kelly will put together the final cost after talking with the preschool special education teachers in asking about the equipment that is already available. She will pass on the final cost of accomplishing this goal to her OAC to see if members could help donate or contribute.

The meeting ended with Kelly discussing her senior awards. Members came up with the idea to provide an award to a student who has completed their CDA resource collection, who will be 18, and eligible to take the CDA exam upon graduation. It was their idea to provide a scholarship to a student that will pay for the exam. It is a \$350 exam. Again ideas were given to different organizations in the area that might be able to donate and/or contribute. Kelly has a list of these organizations and Douglas has offered to help write a letter to send out.

### **Budget**

Pediatric first aid costs: Having a representative from American Heart would cost my students \$45. To be trained in teaching it would range from 2-\$380 for the class then an extra 135-375 for materials. Kelly has a contract that she will follow up with for exact prices and the best opportunity.

### **DATE OF NEXT MEETING**

The date of the next meeting is October, 2011

### **ADJOURNMENT**

The meeting was adjourned at 9:00 p.m.