



Child Studies and Elementary Education Advisory Board Meeting Minutes

Date: Wednesday 8-21-24 Time: 6:30-8:00 PM Join [Zoom Meeting](#)

Members	Agency	Present
Anne Horgan	Director WVC Child Development Center	x
Kimeesean Donaldson	Recruiter Child Care Careers	
Laurie Dotson	WVC Chair Child studies & Elem. Ed. Departments	x
Michelle Francis	Instructor: WVM Child studies, PD coordinator	
Lucille Satana	Instructor: WVM Child studies	
Jackie Funk	Little Tree Mont. Int., Instructor: WVM Child Studies	x
Gizzele Linayao	Moreland school district: Country Lane Site Director	
Nora Segovia	Teacher: Let's play in Spanish	x
Elley Ho	Inclusion Training Specialist Inclusion Collaborative	
Willy Kwong	Mission College Chair Child Development	x
Ruth Cook	Santa Clara University Professor Emeritus	x
Shama Marshall	MTSS Coordinator Santa Clara County Office of Education	x
Eva Schulte	COO Catalyst Family Inc.	x

1. **Welcome and Introductions:** What was the most relaxing thing you've done within the past two months? (Laurie 15 minutes)
 - a. Everyone present said something fun about their summer
2. **Child Studies Updates** (Laurie 20 minutes)
 - a. Leslie Hotta no longer teaching classes. Laurie back to teaching three classes with reassigned time for chair & Eastside adult coordination. Michelle teaching three classes with reassigned time for college wide professional development.
 - i. any recommendations for part-time instructors who have a BA or MA in child development, human development, or early childhood education
 1. **recruiting ideas: Gizzelle volunteered to teach! Gizzelle also has some colleagues who might be interested – and she will reach out.**
 - b. Currently 12 students in our Pathway to Permit program with Eastside adult school
 - i. ESL and child studies combo classes (Laurie)
 - c. Enrollment is up with many classes full. Monday/Wednesday face-to-face classes approximately 20 students each. We could expand especially with our class that has 13 on the waitlist, but we don't have instructors. It's why we need to recruit. (Laurie)
 - d. Eva – what kind of students are coming? Why the change? Laurie – The asynchronous classes are full. Michelle Francis' in person classes full. Dual enrollment lower than expected. Don't have data specific types of students that are enrolling.
 - e. Sp. Ed. Teacher Assistant Apprenticeship in partnership with SCCOE beginning January 2025. Students receive a transfer degree from West Valley – no comments
3. **Updates on Child Development Lab School (Anne 10 minutes)**
 - a. Anne reports that our lab school is fully staffed with three master teachers. They are currently looking for student workers as to student workers unexpectedly left and one had to reduce her hours. At the moment, no new families will be accepted until student workers are hired.
4. **Workforce input (All 35 minutes)** (Laurie)

- a. What are the concerns or needs in the workforce right now?
 - i. Needs of the workforce: Jackie – TK has made our PS enrollment low. After school program has more than expected. But some children left to go to TK but come back in the afternoon for after school care. Gizzele – parents want a preschool setting in TK. Afterschool program is very high even though the school district is lower. More families qualifying for tuition assistance. Staffing getting a bit better. Challenging behavior getting a bit better. Some are getting services as we are able to get children support services. We now have more qualified applicants for open teacher positions. Eva: we are seeing candidates who want better pay rates. Like \$35-\$40 per hour. Gizzele – same. But we can only afford what we can afford. Mostly mid \$20s. We max out at \$27 per hour. We try to sell them on retirement and benefits. Eva – challenging behavior still seeing a lot. Also large motor “delay” in preschools. Gizzele – same. We hired a floater who helps with challenging behavior. Their district is supportive with helping challenging behavior support for teachers. Laurie – the challenging behavior class is full with a 13 student waitlist. Perhaps it should be taught every semester. Willy agreed and so did Jackie and Eva.
- b. Input for recommendations and continuation of the [Early Childhood Program Director Certificate](#)
 - i. 9 completers over the past three academic years
 - ii. What are the current/changing competencies or licensing requirements for program directors? [Anne explained that there are no new competencies or licensing requirements. Jackie and Eva agreed.](#)
 - iii. Review of the courses and sequence and program learning outcomes
 - iv. [Comments: currently offer four classes: Admin 1, Admin 2, Adult Supervision, Child with Special Needs. Only 9 students got this certificate – which is low. We have a new instructor who we expect will change that as she is a program director for multiple sites in Santa Clara unified school district. Current Title 22 requirements for college classes for Directors are status quo therefore, no course changes are needed.](#)
[Gizzele -Do these classes touch on coaching and reflective practice competencies? Laurie – yes, Adult supervision class course covers it. Willy – these four classes are still relevant. Ruth – children with special needs class is critical. Advisory Board reaches consensus – these courses/certificate still valid for this program.](#)
[Reviewed Program Learning Outcomes – Willy-are they aligned with Institutional Outcomes. Laurie-Yes. Willy – do you need more PLO’s? Laurie – we haven’t gone to the committee yet. So not sure. Willy – I believe each course should relate to the PLO. Does the Special Needs class align with that PLO? Laurie – yes. Especially as it relates to the law/rights of children with disabilities childcare. Directors need to know what they can and cannot say to families when children with disabilities want to enroll in their program so that directors are not breaking the law.](#)
- c. [Input and recommendations for proposed Associate Teacher Certificate aligned with the associate teacher permits](#)
 - i. [next step to our pathway to permit program](#)
 - ii. [enables West Valley to include certificate in grant funding opportunities](#)
- d. [Comments: Laurie – is this a needed certificate which would help the workforce? Jackie Yes, Nora yes, Willie yes! Eva- This will help people out and get them to work quickly.](#)

Sounds like it will be really successful. Jackie - Yes – it's what we need. A certificate/permit gives more pay in the field. And it's offered in one place (WVC) and that's an advantage. Laurie – I agree. Nora – our agency is having trouble finding teachers and subs. Low enrollment in TK. I think having a certificate is better than asking parents to work in the classroom. Laurie – this provides a short pathway for an educated employee/teacher.

- e. Review of courses proposed: Gizzele – great idea! People who have a background in ECE tend to stay in the field. And these are the foundational classes that actually help. And can take a teacher farther. Willy – love it. Unanimous that all advisory board members agree this is a desirable and needed certificate. Shama – most teachers don't have as much STEAM learning. And this can help more teachers get some basic STEM training as the class is one of the choices. Shama- why is children with special needs not required – versus an option to take? Laurie – so students have options to take the classes that work best for them. We want flexible options especially as we bring on more partnerships. Do the other classes have elements of children with special needs? Laurie – yes. Disabilities are woven throughout all the ECE classes especially here at West Valley. Jackie – I definitely weave the needs of children with special needs through my courses.

5. Evaluate meeting & Determine Next meeting (Laurie 5 minutes)

- a. *Should we meet one more time in 2024-2025? We have met the needs of board at this meeting. We are good with this being the one needed meeting. But if you need more board support, we are happy to meet. Just let us know.*