



The Santa Cruz County Child Care Planning Council  
 El Consejo de Planeación de Cuidado Infantil del Condado de Santa Cruz  
[www.childcareplanning.org](http://www.childcareplanning.org)

ECE CONFERENCE PLANNING COMMITTEE  
 Wednesday, February 25, 2015, 3:00-5:00 PM  
 Cabrillo College, 6500 Soquel Dr. Aptos

### AGENDA

**Coordinator:** Diane Oyler (CCPC)

**Chair:** Sandy Paiva (Cabrillo College)

**Members:** Amy Bosso (Campus Kids Connection), Jonnie Cardinale (Spring Hill Elementary), Maria Castro (Central CA MHS), Jonnie Cardinale (Spring Hill Elementary), Irene Freiberg (First 5), Ofelia Garcia (Cabrillo College), Vanessa Garcia, (Community member), Karen Hamman (PVUSD), Meghan Reilly (Encompass Community Services), and Ashley Romele, (PAMF)

Time	Item	Facilitator
3:00	Welcome and Introductions.	Diane
3:10	Conference date and facilities	All
3:25	Theme? Keynote speaker(s)	All
3:50	Workshops: strands, potential presenters	All
4:20	Choose areas of responsibility	All
4:45	Sponsorships	Diane
4:55	Set next meeting date, place, time	All
5:00	Adjourn	

#### FEBRUARY

- Convene ECE Conference Committee; choose areas of responsibility

**Budget:** Review last year's final budget figures; create pro forma budget

- Contact sponsors: CCAEYC, CFDP, First 5, PACE, and PAMF.

**Coordinator:** Revise timeline for current year

- Review workshop proposal form.

**Facilities:** Reserve all facilities (keynote, lunch, workshops)

**Presenters:**

- Contact keynote speaker(s)
- Identify potential presenters; discuss workshops

#### MARCH

**Translation:** Contact translators to save date

**Awards:** Discuss awards time line and nomination process

**Presenters**

- Contact potential presenters with request and workshop form: \_\_\_\_\_
- Presenters respond: \_\_\_\_\_
- Follow up contacts: \_\_\_\_\_
- Workshop proposals due by email: \_\_\_\_\_