



The Santa Cruz County Child Care Planning Council
El Consejo de Planeación de Cuidado Infantil del Condado de Santa Cruz
www.childcareplanning.org

ECE CONFERENCE PLANNING COMMITTEE
Wednesday, April 15, 2015, 3:00-5:00 PM
Cabrillo College, Room 1521, Aptos, CA

AGENDA

Co-Chairs Sandy Paiva (Cabrillo College)

Members: Amy Bosso (CKC), Jonnie Cardinale, (Spring Hill Elementary), Maria Castro (Central CA MHS), Irene Freiberg (First 5 Santa Cruz County), Vanessa Garcia (Child Care Consultant), Ofelia Garcia (Cabrillo College), Jean Gallagher-Heil (Cabrillo College), Karen Hamman (PVUSD), Meghan Reilly (CFDP), Ashley Romele, (PAMF)

Coordinator: Diane Oyler, CCPC

Time	Item	Facilitator
3:00	Welcome and Introductions.	Diane
3:05	Keynote Speaker and Conference Theme	Diane
3:20	Presenters	Diane
3:40	Save the Date & Program Development	All
4:00	Facilities	Diane
4:00	Exhibitors & Ads	All
4:10	Spanish Interpreter and Equipment	Diane
4:20	Lunch	All
4:30	Committee Responsibilities	All
5:00	Adjourn	All

MARCH

Program: Design Save the Date flyer or postcard: 3/23/15

April

Presenters:

- Contact potential presenters with request and workshop form: 4/15/15
 - Presenters respond: 5/8/15
- Workshop proposals due by email: 5/30/15

Facility: Reserve all workshop rooms with presenter AV needs in mind if Aptos campus (not until May, after forms are received)

Presenters:

- Finalize workshops in committee meeting
- Decide on workshops for translation
- Create email list and send acceptance emails to presenters

Registration: Decide on registration date, procedures for groups, etc.