

Professional Development Standards Subcommittee Work Plan
9/17/07, Revised 1/28/08

4. PROFESSIONAL DEVELOPMENT STANDARDS SUBCOMMITTEE		CONVENORS: Beverly Briggs, Patsy Kohout				
Purpose Statement: To provide input, guidance, and recommendations on policies regarding the Oregon Registry, the Oregon Registry Trainer Program, and Mentor Standards and how these policies can best be implemented.						
Activities	Responsible Organization/Person	Product / Output	2007		2008	
			JAS	OND	JFM	AMJ
4.1 Objective 1: Continued implementation of standards, guidance, and direction provided by TQC and CCECC						
4.1.1 Developing procedures for continuing implementation of the Oregon Registry and the Oregon Registry Trainer Program, such as: criteria for distance learning, incorporating writing into training sessions, developing alternative methods of delivering training of trainers, evaluation of trainers and training sessions, etc., as needed	OCCD OCCD Professional Development Standards Subcommittee	<ul style="list-style-type: none"> Proposals for implementation plans as needed Reports to TQC as needed Issue Briefs for policy changes to TQC as needed 	O	O	O	O
		<ul style="list-style-type: none"> Communication regarding how to appropriately select Set One, Set Two, and Set Three training 		D	X	
		<ul style="list-style-type: none"> Final phase-in of all training session standards 		D	X	X
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		•				
		•				
		•				
4.1.2 Reviewing and revising Core Body of Knowledge	OCCD Professional Development Standards Subcommittee	<ul style="list-style-type: none"> Plan for review-DONE 	D			
		<ul style="list-style-type: none"> Proposal for revision (November PDS meeting)-DONE 		D		
		<ul style="list-style-type: none"> Report to TQC in January meeting-DONE 			C	
		•				

X indicates quarter in which tasks will be done

D indicates that **some tasks were DONE** in that quarter

C indicates that **the activity was COMPLETED** in that quarter

O indicates that the work is ongoing

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			2007	2008		
4.1.3 Reviewing and evaluating Oregon Registry Trainer Program	OCCD Professional Development Standards Subcommittee	• Trainer Program data report- DONE	D		D	
		• Evaluation process and procedures			X	
		• Completed evaluation				X
		• Report to TQC in September meeting (08-09)				
4.1.4 Evaluating, reviewing, and revising (if needed) Mentor Standards	OCCR&R Network OCCD Professional Development Standards Subcommittee	• Survey of resource & referral program directors and mentors (with OCCR&R Network)		D	X	
		• Evaluate and review mentor standards		D	X	
		• Issue Brief for standards revision to TQC in May meeting				X
4.1.5 Facilitating and developing stakeholder consensus regarding standards for trainers and mentors	OCCD		O	O	O	O
4.2 Objective 2: Develop, maintain, and promote training, certificates and credentials including Director, Infant-Toddler, School-Age, and Adult Education			2007		2008	
			JAS	OND	JFM	AMJ
4.2.1 Developing concept and template for Oregon Registry Credentials	OCCD Professional Development Standards Subcommittee	• Summary of work to date by Credentials Work Group, Director Certificate Advisory Committee, CCD Licensing Specialist Credential Committee- DONE	D			
		• Summary of research on national credentials and other state credentials- DONE	D			
		• Template for credentials- DONE		C		

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			2007	2008		
4.2.2 Developing Oregon Registry Credentials for Directors and for Infant & Toddler Caregivers	OCCD Professional Development Standards Subcommittee	• Issue Brief on Director Certificate Training Series to TQC in September meeting- DONE	D			
		• Criteria for director and infant & toddler caregiver credentials, aligned with Oregon Registry Steps, national credential requirements, national accreditation standards			X	X
		• Issue Briefs to TQC in May meeting				X
4.3 Objective 3: Expand communication about and participation in professional development programs (Oregon Registry/Oregon Registry Trainer Program)			2007		2008	
			JAS	OND	JFM	AMJ
4.3.1 Developing clear and consistent message about professional development standards and professional development programs	OCCD Professional Development Standards Subcommittee	• Three key messages for the parents/families who are receiving services from childhood care and education community/workforce regarding the professional development of the caregivers/educators- DONE	C			
Developing targeted outreach to family, certified and center-based care; school-age care; Head Start; programs supporting migrant and seasonal workers; programs supporting children with special needs, teen parent programs, corporate child care; tribal child care about professional development standards and professional development programs	OCCD Professional Development Standards Subcommittee	• Oregon Registry recruitment report to TQC in September meeting that includes key messages for professionals and for parents/families regarding professional development and use of partner resources- DONE	C			

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