



Child Development Center

Instructional Support Program Review

Spring 2009

**Prepared by: Dr. Mickie Allen
Child Development Center Director**

Child Development Center Staff

Dr. Mickie Allen	Director
Tena Pevehouse	Program Supervisor
Sue Manning	Enrollment Coordinator
Sue Yarberr	Secretary
Jennifer Joanis	Food Service Team Leader
Larry Villegas	Center Custodian

Teachers

Michelle Baeza
Maura Maldonado
Diane Brown
Betty Fuller
Yolanda Arroyo
Diane Cendejas
Virginia Perry
Mabel Figueroa
Kim Leech
Sue Kennedy
Tina Rios

Aides

Gregg Stoltz
Hong Tran
Paul Resendez
Barbara Schumaker
Jerrie Nackos
Joanne Aurilio
Aygush Fasulyan
Bonnie Reeder
Anh Nguyen
Kathryn Sweeney
Karen Sabatino

Student Aides

Christina Calderon
Vera Calderon
Belen Carrillo
Amelia Garcia
Maria Garcia
Yasuko Glenn
Miral Hanna
Deanne Long
Hiromi Nagaosa
Alicia Navarro
Matt Sandoval
Rathi Sarma
Claudia Varelas
Yuki Yen

Support Staff

Jennifer Mora - office
Francisco Armenta - custodian
Cheryl Riley - kitchen
Liz Rocha - kitchen



NON-INSTRUCTIONAL PROGRAM REVIEW

Child Development Center

The final summary of the program review process for the Child Development Center is attached to this page.

I affirm that this program has been reviewed according to the accepted District procedures for program review and that the final summary accurately reflects the consensus of the members of the review committee.

Dr. Mickie Allen, Child Development Center Director

date

Dr. Michael Hurtado, Dean of Social & Behavioral Sciences

date

Irene Malmgren, Vice President of Instruction

date

It will be the department's responsibility to communicate review recommendations with additional offices and services.

Citrus College Child Development Center Instructional Support Program Review

Introduction

The purpose of the Child Development Center (CDC) is to provide quality early care and education services in partnership with families, Citrus College, and the community to children 2.5 to five years of age, and to complement the services and education objectives of the college by: providing education, care and nurturing for the children of students, staff, faculty and community members; utilizing culturally and developmentally appropriate practices and serving as a role model of child development excellence for the community at large. The Center is accredited by the National Association of the Education of the Young Child and is licensed by the state of California Department of Social Services.

The CDC operates on the foundation of three separate mission statements;

- For children our mission is to foster in each child a lifelong joy for learning and respect for others by providing a nurturing, stimulating and interactive environment
- For parents our mission is to support the fulfillment of their educational and occupational goals by providing a safe and nurturing program for each child
- For students our mission is to have a positive effect on children's lives by immersing students in a high quality, educational setting that will guide and nurture the formation of their personal teaching styles

The CDC's classroom curriculum, and all policies and procedures are based on the following goals;

- To promote developmental progress of a child's self-care, self-esteem and self-control
- To help children gain a sense of confidence and competence by fostering the ability to make choices and decisions within the classroom environment
- To help children develop self-discipline and problem-solving skills
- To encourage independence by allowing children to master many self-help skills
- To help children develop the ability to communicate their thoughts, ideas and feelings, and play with other children and adults
- To assist children in gaining knowledge of their world, and in developing creative expressions and comfort with physical movement
- To promote the development of social, emotional, cognitive, language, physical and creative skills in an environment sensitive to each child's strengths and needs
- To support families in achieving their academic or occupational goals
- To provide opportunities to educate Citrus College students in skills relevant to their profession
- To offer high quality child care to our constituents; students, faculty, staff and community

The CDC is operated by a very large staff, as regulations require particular ratios in the classrooms with the children and a program that operates 12 hours a day, seven days a week, 52 weeks a year needs a great deal of staff resources to make it successful.

Thirteen certificated teachers, who must have a minimum of an Associate Teacher's Permit (granted by the California Teacher Credentialing Department), operate as the leaders of each of the 9 classrooms as well as the early morning and late afternoon child care program. Twelve classified aides (having at minimum 24 units in child development) act as team members in each of the classrooms and the day care program; 20 student workers, holding a minimum of six child development units, make up the remainder of the classroom staff. To support this large team of staff and large number of children, the CDC also employs seven classified support staff who work on the office, kitchen, custodial and finance teams. A Confidential Supervisor is responsible for the day to day activities of each of the classrooms and the Director is responsible for the overall curriculum, buildings, budget and staffing.

The CDC has an enrollment of 250 during most of the year; of this number approximately 125 of the children are from student families. The CDC is located on the ground floor of the Educational Development building, the Infant Center and 2 portable buildings.

Integration and Coordination

The CDC is the child development lab for Citrus College; the center has an ongoing relationship with Instruction. Child Development, Psychology, Athletics, Music and Art classes utilize the lab for observations, research, implementation of activities, and gathering of hours for projects or other service learning.

The children of the center benefit greatly from the services of the cosmetology department when the students 'practice' their skills by styling the children's hair; this allows the students the opportunity to work with younger clients. The campus dental program does dental checks one time a year, again giving the children the experience of being to a dentist and the students the experience working with a young client. The children are invited to dress rehearsals of programs in the Performing Arts department; allowing the children to have fun with Santa while giving the students a real audience to practice in front of.

The campus supports the centers' needs in terms of utilizing open areas as evacuation locations, being welcome recipients of dressed up trick-or-treaters, and supporters of fundraisers and other center events.

Program Self-Evaluation

The CDC is a lab setting for those students requiring hands-on activity time with the children; instructional courses utilize the CDC for observing, recording, practicum, activity implementation and research opportunities. Students wishing to pursue their certificate or Permit in child development are required to have a set number of supervised hours working with children; the CDC gives them this opportunity in both paid and un-paid positions in the center.

The CDC has promoted six students in the last year to teacher status after they completed their needed course work and hours; the lad facilitated this opportunity for them.

The CDC is a safe and educational location for student parents to leave their children while they attend classes and complete homework. Students are able to access the center at any time between 6:30am and 6:30pm (eligibility requirements apply in terms of fees); and during these hours they are able to confidently attend class knowing their children are well taken care of. Research has shown that the availability of quality children services strongly impacts older student completion rates; the persistence rate is higher for students who are able to have a safe place for their children during class and study periods.

The CDC is also home to the Foster Care Program which supplies training for Foster Parents in the local community; and the YESS Program which is a direct support service to students who are in or have been emancipated from the Foster Care system.

Parents are able to receive training in the center; workshops and other opportunities are made available to all parents regarding issues such as discipline, nutrition and safety.

The CDC has strong fiscal support from the campus business office in terms of monitoring spending and budget management. The Director is responsible for all fiscal items in the center, however the business office works in tandem to make sure that all reporting to funders, payment of bills, etc is done correctly.

The CDC staff participate in campus recycling programs including paper products and bottle/can recycling. The center has a small composting program as well; allowing the children to learn about composting and the campus to benefit slightly from a classroom putting food waste in the composter versus the trash.

The CDC is unable to financially support technology in the classrooms with the children, and the needs of the staff are being met at this time in terms of technology. However, there is a strong need for a user friendly radio system to be used in an emergency, and this will be researched over the next months and paid for out donated funds.

Effective Practices

The center is doing an exemplary job in supporting the children's development and offering support to parents.

The center is very strong in managing staff costs in terms of limiting staff as the children's enrollment and attendance fluctuates during the school year.

The center offers a yearly book fair for all students and faculty; a book give away to all children enrolled in the program; yearly dental, vision and hearing screening; picture 'days'; muscular dystrophy education and fundraising; child abuse prevention activities and information; and on going opportunities for the parents and students to learn about children development from highly trained, educated and committed teachers.

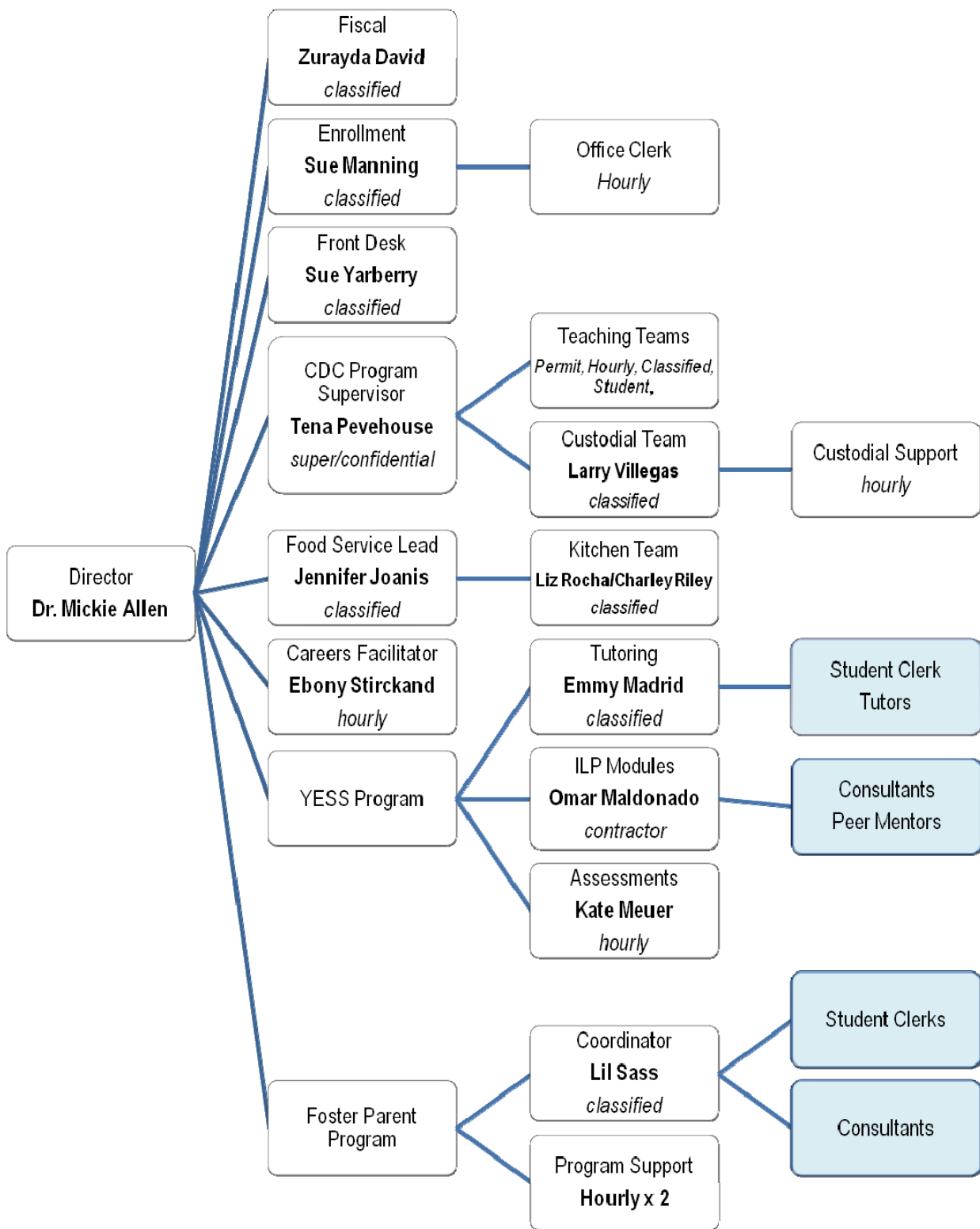
Opportunities for Improvement, Recommendations and Needs Identification

The CDC needs to engage in more training and practice of emergency procedures for the safety of the children and the ease of the student parent's minds to better assist them in staying focused on their academic pursuits.

The center is in need of a radio system that will allow the staff to communicate during emergency situations.

Attachments

- CDC Organizational Chart
- CDC Informational Handout
- Student Learning Outcomes





Citrus College
Orfalea Family Children's Center
(626)914-8501



Preschool Program

The Preschool Program serves children ages 2 1/2 to 5 years of age and is based on the school readiness theory while responding to the needs of the individual child. The Creative Curriculum Philosophy is followed on a daily basis. Children are assessed twice a year with an assessment tool from the California Department of Education. The Child Development Center is licensed by the State of California Department of Social Services. The Child Development Center also proudly holds accreditation by the National Association for the Education of Young Children (NAEYC).


Funding

The Center is funded through the State Department of Education, parent fees, college and community support. Subsidized childcare may be available for parents while taking classes and /or working. Subsidized fees are charged on a sliding scale and are based on income and funding stream.

Life of a Preschooler

- 8:00-9:00 Arrival and Breakfast
 - 9:00-9:45 Outside Interest Areas
 - 9:45-10:00 Circle Time
 - 11:15-12:00 Outdoor Interest Areas
 - 12:00-12:15 Music
 - 12:15-1:00 Hand Washing / Lunch
 - 1:00- 2:30 Nap Time
 - 2:30- 2:45 Snack
 - 2:45-3:45 Indoor Interest Areas
 - Clean Up
 - 3:45-4:00 Story Time / Closure
- This is an example as schedules may vary from

Hours of Operation
Monday - Friday
6:30 - 8:00am/4:00 - 6:30pm
Child care in Main Center
8:00am - 4:00pm
Classroom Education



Example Lunch Menu

Breakfast

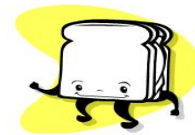
- Milk
- Diced Peaches
- Cheerios

Snack

- Juice
- Vanilla Wafers

Lunch

- Milk
- Chicken Legs
- Mashed Potatoes
- Mixed Fruit
- Whole Wheat Bread



Waiting List

Parents are welcome to place their child on the waiting list at anytime during the year should there not be an opening available at the current time. Parents will be contacted by phone when an opening becomes available for their child.

For more information please feel free to visit www.citruscollege.edu under the Child Development section.

Student Learning Outcomes 2009-10
Program: Child Development Center

I	II	III	IV	V	VI
Program Purpose	Core Competency	Program Student Learning Outcomes	Assessment Method and Criteria for Success	Assessment Results	Use of Results
Support student parents in achieving academic or vocational goals by providing early care and education services to children 2.5-5 years of age.	Creative, Critical & Analytical thinking	With their child in a safe place the student is able to focus on academic goals	Parent survey soliciting information regarding student sense of comfort and safety of their child	100% of completed surveys indicated that students feel that their child is safe in the center	Continue program services and survey implementation
	Communication	Due to the Center's flexible schedule the student is able to participate in all aspects of their course work including early morning classes, field trips, out of class work and study groups.	Parent survey soliciting information regarding the student's ability to more fully participate in course work	100% of completed surveys indicate appreciation to enrollment office for flexibility in scheduling	Continue program services and survey implementation
	Communication	Due to health services provided the children (vision, hearing, dental screenings) the student is able to take care of their child's health needs without impacting their class work	Outcome data from on-site screenings indicating participation of student's children.	Health referrals for vision, hearing and dental follow-up given to parents after screening	Continue program service and referral process