



CALIFORNIA  
DEPARTMENT OF  
EDUCATION

**JACK O'CONNELL**  
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

May 12, 2010

Dear Child Development Program Directors:

**CALIFORNIA DEPARTMENT OF EDUCATION/CHILD DEVELOPMENT DIVISION  
DESIRED RESULTS SYSTEM TRAINING**

The California Department of Education, Child Development Division's (CDE/CDD) Desired Results Regional Training will be offered in October 2010 with a follow up day in March 2011. Each contractor may send up to two participants. Participants should be program directors or administrators responsible for conducting the agency's professional development. The regional training sessions will be conducted in Los Angeles and Sacramento. Registration will be on a first come, first served basis.

However, priority for this training will be given to:

- New program directors
- New administrators responsible for conducting the agency's professional development
- Existing program directors or administrators responsible for conducting the agency's professional development in need of further information or a refresher

This year, the Desired Results System Training sessions follow a new format that allows participants to explore topics in depth. The training sessions consist of **four days** for new program directors or new administrators responsible for conducting the agency's professional development and **three days** for experienced program directors or administrators responsible for conducting the agency's professional development.

For new program directors and administrators, Day 1 and Day 2 training sessions in October are prerequisites for the Day 4 training session offered in spring 2011. Day 3 in October is optional.

Experienced program directors or administrators responsible for conducting the agency's professional development may attend Days 2, 3, and 4 and choose which sessions to attend. Day 1 is intended for new program directors and administrators responsible for conducting the agency's professional development.

Day 1 is designed to:

- Present an overview of the entire Desired Results system

Day 2 and 3 are designed to:

- Provide in-depth information about Desired Results system components and tools
- Assist agencies in implementation of the Desired Results system at the classroom, program, and agency levels

Day 4 is designed to:

- Provide agencies with information on the reporting system
- Analyze and apply the Desired Results system components for quality improvement

Day 4 participants will analyze self-evaluation data, participate in the quality improvement process, and be provided with additional support on specific components of the Desired Results system.

The training session dates are as follows:

Sacramento: October 12, 13, 14, 2010, and March 10, 2011  
Los Angeles: October 18, 19, 20, 2010, and March 8, 2011

Please note: These training sessions are ***limited only to CDE/CDD funded agencies receiving this letter.***

**College Credit:**


One academic unit (\$60) or 2.6 continuing education units (\$40) will be available payable by check or credit card. Attendance to all three days, completion of a final report, and an assignment are course requirements.

**Registration Instructions:**


Members of the WestEd Center for Child and Family Studies will conduct the training. A registration form is enclosed.

Please complete the enclosed registration form no later than **Friday, August 27, 2010**.  
Confirmation letter and venue information will be sent in early September.

Sincerely,



Desiree Soto, Administrator  
Northern Field Services Office  
Child Development Division



Greg Hudson, Administrator  
Southern Field Services Office  
Child Development Division

DS/GH: ec  
Enclosure

## Desired Results Training Registration Form

### Agency Information

Agency name (name on CDE/CDD contract) and vendor number:		
How many children are served in your early care and education programs?	How many sites does your agency operate?	
Mailing Address:	City:	Zip code:
Phone:	Fax:	Email:
<b>Day 1,2,3 Date &amp; Location</b>	<b>Day 4 Date &amp; Location</b>	<b>Please indicate your choice below:</b>
October 12, 13, & 14, 2010 Sacramento Area Location to be determined	March 10, 2011 Sacramento Area Location to be determined	
October 18, 19, & 20, 2010 Los Angeles Area Location to be determined	March 8, 2011 Los Angeles Area Location to be determined	

Please copy and fill in participant information and training selections on pages 2 and 3 for each administrator and return by **Friday, August 27, 2010**. This training is designed to provide training and technical support to new and experienced administrators. Please carefully prioritize the sessions you wish to attend. Capacity is limited and only two administrators from each agency may attend. If space is available, additional participants from an agency will be considered after the registration process is complete.

Confirmation letters and venue information will be sent following receipt of registration form. For questions, please contact Elizabeth Conde at 800.770.6339.

Please send registration form to Elizabeth Conde:  
**Fax:** 805.383.9447  
**E-mail:** econde@wested.org  
**Mail:** Elizabeth Conde—Regional Training Registration  
 333 North Lantana, #277  
 Camarillo, CA 93010

## Participant Registration Form

Participant name:	Circle age-level group: Infant Toddler / Preschool / School Age / FCCHN
Position:	Please check one:  _____ New administrator (Proceed to step1.) _____ Experienced administrator seeking more training (Proceed to step 2.)
Email address:	

### Step 1: New Administrator

Day 1 (10/12 Sac or 10/18 LA) - New administrators will attend the general session. Day 1 will focus on an overview of the Desired Results system.

Day 2 (10/13 Sac or 10/19 LA) - New administrators must attend a session on the Desired Results Developmental Profile and may select one additional topic. List choices in priority order with #1 being the highest. Numbers may not be repeated.

<b>Topic:</b>	<b>Priority: (1 is highest)</b>
DRDP	Required
DRDP: Focus on English Language Development	
Getting to Know You Through Observation	
ECERS and the Preschool Curriculum Framework	
Lesson Planning with the DRDP	

Day 3 (10/14 Sac or 10/20 LA) - List choices in priority order with #1 being the highest. Numbers may not be repeated. Sessions are three hours in length. New administrators are encouraged, but not required, to attend Day 3.

<b>Topic:</b>	<b>Priority: (1 is highest)</b>
ITERS and I/T Learning and Development Guidelines	
School-Age Strand	
DRDP: Focus on English Language Development	
Supporting Monolingual Teachers in Assessing Dual Language Learners	
Lesson Planning with the DRDP	
Parent Survey and Parent Conferencing	
DRDPtech	
ECERS and the Preschool Curriculum Framework	

## Step 2: Experienced administrator

Day 2 (10/13 Sac or 10/19 LA) - Experienced administrators may attend a refresher session on the Desired Results and select one additional topic to attend. List choices in priority order with #1 being the highest. Numbers may not be repeated.

<b>Topic:</b>	<b>Priority: (1 is highest)</b>
Desired Results Experienced Administrator Refresher Session	
DRDP: Focus on English Language Development	
Getting to Know You Through Observation	
ECERS and the Preschool Curriculum Framework	
Lesson Planning with the DRDP	

Day 3 (10/14 Sac or 10/20 LA) - List choices in priority order with #1 being the highest. Numbers may not be repeated. Sessions are three hours in length.

<b>Topic:</b>	<b>Priority: (1 is highest)</b>
ITERS and I/T Framework	
School-Age Strand	
DRDP: Focus on English Language Development	
Supporting Monolingual Teachers in Assessing Dual Language learners	
Lesson Planning with the DRDP	
Parent Survey and Parent Conferencing	
DRDPtech	
ECERS and the Preschool Curriculum Framework	

Registration materials for Day 4 topics, which will focus on continuous improvement and the reporting process, will be sent with materials in February 2011. For questions, please contact Elizabeth Conde, Administrative Assistant, WestEd Center for Child and Family Studies, at 800-770-6339 or by email at [econde@wested.org](mailto:econde@wested.org).

Thank you,

Elizabeth Conde