



EMERGING LEADERS: How to Spot One A note from Shelly

Congratulations! You are half way through the 2009-2010 Steps to Leadership Program! I want to reiterate to all of you what a pleasure it has been to become more personally acquainted with you. My sincere desire is that each of you will benefit from this program, and will be inspired to find new ways to grow and expand both in your role as an early childhood educator as well as other personal endeavors you might have.

It is vitally important to the future of our field that we support the development of the next generation of local leaders, so I ask you — have you seen emerging leaders beginning to shine in your program? In case you're not sure, I offer a few clues of what to look for, so you can spot one (hint: it may be you!).

Clues to Spot an Emerging Leader:

- Demonstrates Initiative
- Looks for ways to access ongoing educational and learning opportunities
- Understands the importance of high quality care and development
- Able to see the big picture
- Committed to continuing improvement in services to children and families
- Inspires others; co-workers admire them and look to them for support and guidance
- Interested in supporting others' growth and development.

Did any faces come to mind as you read that list? If so, make a point today to support them in their growth. Tell them you recognize their potential for leadership. What about you? Did you recognize your own leadership strengths and weaknesses as you read that list? I hope it inspires you to continue to seek new ways to develop your potential!

Shelly Mascari

LEADERSHIP THOUGHTS

The key to successful leadership today is influence, not authority.

Kenneth Hartley Blanchard

I start with the premise that the function of leadership is to produce more leaders, not more followers.

Ralph Nader

When we are unable to find tranquility within ourselves, it is useless to seek it elsewhere.

Francois de La Rochefoucauld

UPCOMING S2L EVENTS & DEADLINES

February 16

Outlook, Attitude & Energy—A Shot in the Arm!

6:00-9:00 Cost: \$5

LCOE, Lakeport, Kesey Room

March 2

Nuts & Bolts of Licensing & Compliance

6:00 -9:00 Cost: \$5

LPC Conference Room, Lower Lake

March 23

Curriculum — Best Practices, Great Ideas, New Inspiration

6:00-9:00 Cost: \$5

Kelseyville Presbyterian Church

April 17

Steps to Leadership & Success for the ECE Professional

9:00-3:00 Cost: \$25

April 22

Going Green for the ECE Community

6:00-9:00 Cost: \$5

April 25

ECERS Training/Yuba College

9:00-5:00 Cost: FREE



Lake County Child Care Planning Council
P.O. Box 627, Lower Lake, 95457
707-994-4795
smascari@lakecoe.org
www.lakecountychildcareplanning.com



North Coast Opportunities
850 Lakeport Blvd.
Lakeport, 95453
707-263-4688, ext 13

A NOTE FROM JOANN...



With the beginning of a new college semester, I found

myself struggling with a consistent work and study schedule. Perhaps many of you are experiencing the same situation.

Once I set up my home office, printed out my homework schedules, and organized my work space, I found the tasks at hand to be easier to accomplish. The article below helped me to re-evaluate some of my time management “bloopers” that I have developed over time. - Joann

TIME MANAGEMENT TIP #1: Be efficient and effective

Efficiency means getting a lot done in a short time, but effectiveness happens when you also focus on activities that matter to you. You know how it is when chunk of your day is eaten up by a menial task (like checking email). You may get through hundreds of messages, even empty your in-box, yet still feel vaguely dissatisfied with your effort.

While you got a lot done, it didn't feel as though you actually accomplished much – because it wasn't a task near and dear to your heart. As the old saying goes, you can run as fast as you want, but if you're going in the wrong direction, you still won't end up where you intended.

TIME MANAGEMENT TIP #2: Learn where your time goes

How much of your life is spent on “time wasters”? These are activities that do nothing to enhance your quality of life, and actually prevent you from accomplishing more important goals.

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PRACTICAL WAYS TO STEP UP TO LEADERSHIP

Say Thank You to Senate President pro Tem, Darrell Steinberg for Supporting Early Education. We ask our leaders to fight for ECE, so when they do, it's important that we recognize their leadership and express our appreciation. To send a letter to Senator Steinberg, use the following link: <https://secure3.convio.net/pca/site/Advocacy?cmd=display&page=UserAction&id=198>

Take Action on the Governor's Budget Proposal to divert First 5 Funds. If you would like to send a letter to your legislature, Working 4 Quality Child Care makes it easy. Visit <http://w4qcc.org/workforce-development/take-action/> and use their letter templates, and search engines to find and write to our legislators.

Participate in your local AIEYC affiliate. Redwood Empire Association for the Education of Young Children (RAEYC), provides workshops, advocacy, support—both practical and financial — to, and on behalf of, Lake County providers. One characteristic of leaders is their willingness to get involved, and RAEYC is a great way to do that. Mark your calendars now to participate in the next RAEYC Spring Social, March 4, 2010 in Lakeport. The flyer is attached to this email.

Keep your eye out for lots of great activities and ways to get involved in support of Week of the Young Child and Child Abuse Prevention month, both in April, as well as Provider Appreciation and our 2010 Early Childhood Educator of the Year Award Program. If you'd like to be involved in the planning of any of these events, just give us a call!

*All of these activities are eligible to fulfill your advocacy obligations on your S2L plans. Call our office for more information.

S2L Reminders

- Please make every effort to arrive at your workshops on time, and we will do our best to end on time (or maybe even early!).
- Remember to bring your binders to your workshops!
- Most of you have been doing a great job about calling us if you have an emergency or reason you can't attend a workshop. Please keep up the good work! We WANT you to earn your stipends!
- As we approach the end of the year, your opportunities to make up missed workshops become limited, so do your best to attend all the workshops on your plan. If you have an emergency, call as soon as possible so we can strategize for you!

A NOTE FROM JOANN continued

You know you've been seduced by a time waster when you find yourself:

- watching TV shows you don't really care about
- checking email over and over throughout the day
- surfing the internet or cruising chat rooms with no purpose in mind
- wandering around stores, just looking for bargains
- spending a few hours every day running errands
- shuffling the same papers back and forth on your desk

TIME MANAGEMENT TIP #3: Draw the line

The good news is that it's easy to change these mindless habits and take control of your time management. All it takes is a conscious choice to spend your time differently, and set a little advance planning: When you come home, leave the TV off and find a more meaningful way to decompress (go for a walk, read a book, play with your kids). Review the TV schedule once a week, find those shows you really care about, and record them to watch later without commercials.

Get into a routine of checking email no more than 3 times a day (morning, noon, and end of the day). Turn off the "you've got mail" alarm and program your system to only download emails on command

If you lose track of the world while web-surfing, set a timer to go off in 15 or 20 minutes. Make yourself get up and turn off the computer when it dings.

Set aside a single "errand day" each week and sit down with your family to plan your list. Put everything you need in one basket by the door, and plot your route in advance to avoid backtracking. If someone forgets an errand, either insist that it wait until the next errand day, or let them do it themselves.

Take 5 minutes to sort through incoming papers every day. Put "to-do" papers into a tickler/action file, and set aside time once a week to file and handle to-do's. Set up a spot for papers you're currently working on, and take 5 minutes to clear your desk before you leave each day.

by Ramona Creel

BOOK REVIEW

If you are committed to growth in your work, your relationships, your life, books are a valuable resource. You can learn, find new ideas and become inspired each time you crack open a cover. Regardless of your current financial situation or schedule, you can always find a way to read a book! Check out The Planning Council Resource Library catalog on our website at www.lakecountychildcareplanning.com, or give us a call, for a list of great books you can access for free. Thank you to Frances Williams for contributing this book review, and inspiring us all to read a book!

Learning to Lead By: Debra Ren-Etta Sullivan

Learning to Lead is an exceptional resource for the ECE community. This book is especially useful to those readers who think they may not possess true leadership abilities. The book demonstrates how we all have some leadership skills and is therefore a valuable tool in all levels of the ECE workplace. The author explains what leadership is *and isn't*, the value of a leader, and how a good leader can create a happy team of leaders.

Embedded in each chapter is a set of in-depth questions that promote self-reflection, which challenges the reader to insert themselves in the situation and text.

This book is easy to read, understand, and to implement in the classroom. You will gain confidence in your leadership abilities after reading this book. I highly recommend Learning to Lead for all ECE professionals.

Frances Williams

OPPORTUNITIES, UPDATES AND TIDBITS

JUST ANNOUNCED! NEW CPIN WORKSHOP OPPORTUNITY!

This workshop can be used for your S2L program. If you need to replace one for a scheduling conflict, or you've missed one and need to add another, this is a great opportunity! Call us to make these changes to your plan.

Cocoa, Cookies & Conversations

Read aloud strategies and activities that can help build vocabulary and comprehension.

Tuesday, February 23

4:00-6:00 pm, LCOE, Kesey Room

Pam Turner, English Learner Lead, CPIN

Nina Marino, ECE Lead, CPIN

We'll look at Dialogic Reading strategies, text talk activities and other read aloud considerations. Participants will receive a new children's book which we'll use to practice read aloud strategies. Bring your favorite children's book to share during introductions!

RSVP by February 19th to

Nina Marino,

707-994-7908, x29 or

nmarino@lakecoe.org

We'll provide cocoa & cookies for your enjoyment!

2010 EARLY CHILDHOOD EDUCATOR OF THE YEAR AWARD NOMINATIONS NOW BEING ACCEPTED

Packets are being mailed now to every program in Lake County. They include signs to post in your program, nomination forms to copy and distribute, as well as a sponsorship information. Please do your best to widely distribute the nomination forms throughout our community. If you don't receive a packet, please call our office. If you have suggestions for other locations to post signs and forms, please call our office, and we'll be happy to prepare a packet for you!

Our website also has a convenient online nomination form, and downloadable copies of all the forms, signs and documents.

www.lakecountychildcareplanning.com

We are also actively seeking sponsors to help offset the costs of the program and the award dinner. Please review the sponsorship packets and consider whether you or someone you know might be interested in contributing to this important event.

MARK YOUR CALENDARS NOW FOR THE 2010 ECE AWARD DINNER AND PROVIDER APPRECIATION!

May 7, 2010

Moore Family Winery

Save the Date flyers are included in your program packets. This year's theme is *Catching Fireflies*, and it is already shaping up to be a fantastic, memorable event. Seating is limited, so watch for the invitations, which will be mailed sometime in March, and RSVP as soon as you receive your invitation!!

OTHER TIDBITS

- CDTC just released their final permit funding revisions. Current permit funding is available until February 15. After February 15, funding will be available but on a more restricted basis. Their offerings are still generous, so if you need to apply for an upgrade or a renewal, check out their website right away for details. www.childdevelopment.org You can also call our office and we can direct you.
- If you attended the REAEYC winter workshop as a part of your S2L plan, remember to give us a copy of your certificate of completion. Our mailing address and fax number is on page one of this newsletter.
- As we approach the second half of the S2L program, take a look at the calendar in your S2L binder to remind yourself of the end-of-year deadlines, such as Reflection Essay due date, and deadlines for transcripts and permits.
- If you are still looking for an advocacy activity, contact our office for information on how to get involved in planning our countywide Week of the Young Child activities, or serving on the committee for the ECE awards program! Get involved and let your opinions count as we develop these awesome Lake County programs!