



INSTRUCTIONAL EQUIPMENT REQUEST

Due in Dean/Unit Head's Office on September ? 2010 (FALL) and January ? 2011 (SPRING)

The Definition of Instructional Equipment can be found in the California Community College's Budget and Accounting Manual. A copy of these definitions is on the PBC webpage:
<http://grapevine/pbc/InstructionalEquipment.php>

Name of Requestor: Corinna Calica, Program Director, Child Development Center

Division/Unit : Child Development Center / Early Childhood Development Department

Brief title of request (equipment or materials being requested must be similar, related or part of a system.) Instructional Materials for Child Study Lab

Request amount (unit cost and total cost including tax and shipping.
Please include all costs including installation, modification to existing facilities to accomodate new equipment, etc.):
This should come from the vendor quote

Item (s) cost	\$ <u>7734.59</u>
Tax (.00975)	\$ <u>754.12</u>
Shipping	\$ <u>—</u>
Installation	\$ <u>—</u>
Facilities Modification	\$ <u>—</u>
Other	\$ <u>—</u>
Total Cost	\$ <u>8488.71</u>

Attach copy of quote(s), estimate(s) and requisition(s):
(Must attach quote & requisition; absence of either will delay processing)

Brief description of specific equipment or materials requested and what they will be used for: (include the # pieces being requested; i.e.: 10 crayola crayons, sky blue, etc. in 250 words or less)

In order to pass State licensure for operating a child development center and a campus laboratory school, the Child Development Center needs to be fully - equipped with necessary health & emergency prevention, as well as food preparation materials, for daily operations. There are currently 7 classrooms (3 toddlers and 4 preschools) with a total capacity of serving 132 children. Each classroom in the facility needs to contain sufficient and accessible food preparation materials and health prevention equipment to use with ECD practicum students, center staff, and young children. The Center will not pass State licensure if there are no basic materials that make for safe and supportive campus child development program.

In order to fully meet this required component of ECD lab and practicum courses, the Early Childhood Development Department and the Child Development Center would like to request funding for

- 1) a complete set of food preparation materials per classroom, and
- 2) hospital – grade health and illness prevention equipment per classroom.

Is this in your Program Review? Yes No

The Early Childhood Department believes in increased student understanding and "real life" ; learning application in order to learn and hone child development skills in a meaningful and lasting manner.

Is it a replacement? Yes

Upgrade? Yes

New technology? Yes

Please explain?

The Las Positas College administration has applied for State Licensing to operate a child development program and laboratory school on the campus grounds. The License Application has been submitted to the State and the application approval process takes a good 60 – 90 days for State licensure. The Las Positas College Child Development Center is a valuable teaching and learning asset to the Tri-Valley area.

The model demonstration school is a program administered by the Early Childhood Development Department and housed in the Child Development Center. It contains seven (7) spacious children's indoor and outdoor classrooms where Las Positas College students can demonstrate interactive teacher training and child observation, with a total capacity of serving 132 children from 18 months old – 5 years old. The Child Development Center is in process of being licensed through the California Community Care Licensing, Department of Social Services, Title 22. Being a model demonstration school for eastern Alameda County, the Child Development Center will also implement high quality early education child – to – teacher ratio and staff qualification regulations by the California Department of Education, Child Development Division, Title V.

Following is the evaluation criteria; please see corresponding Instructional Equipment Rubric.

Instructional and Service Impact

How will this item have a positive impact on instruction and/or teaching and learning in the classroom? Is this for use by the Instructor or students, or both?

With the fully – equipped classroom and richly varied learning environment, Early Childhood Development students will experience a comprehensive training and education in their work with children. Their early education skills will be more well – rounded than other training facilities. The food preparation materials and the health prevention equipment will be fully utilized by ECD instructors and students alike.

The current Early Childhood Development Department at Las Positas College offers an occupational and transfer program that now fully integrates both theoretical and practical coursework to deepen understanding of children, their families, and the teaching and learning process. The brand new Las Positas College Child Development Center will serve as a model demonstration school and a positive contribution for the Tri-Valley area demonstrating first-hand implementation and application of quality early education and responsive care, as well as function as a child development Training Facility for Early Childhood Development Majors. The early childhood development courses, and the Child Development Center practicum training, are designed to prepare students for employment working with young children.

Las Positas Community College Child Development Center functions as a dynamic model for teaching and learning. As an innovative, field-based teaching site, Las Positas College Child Development Center blends curriculum development and professional outreach to support the changing needs of the communities, administrators, teachers, and adult learners it serves. Having "hands - on" equipment to use and manipulate, such as health & emergency equipment and food preparation materials, encourages adult learners to use their five senses to conduct required ECD projects as the work and interact with young children. Learners of diverse backgrounds will be encouraged to enroll in courses utilizing the Child Development Center, in order for these adult learners to decide and determine their inclinations and skill level to teach and work with young children. Utilizing the Las Positas College Child Development Center as a fully - equipped and effective child study instructional facility demonstrates LPC's continuing commitment to excellence, respect for diversity, emphasis on creative thinking, attention to social and global responsibility, increased adaptability to change, and dedication to creating a community of life-long learners.

Impact on Enrollment

Will the equipment impact enrollment, attract or increase the number of students participating in a course or program?

General education day students enrolled in Early Childhood courses as a requirement or as an elective will experience the rich and student - supported learning environment for observation or active participation with fully – equipped classrooms. General education students who would like experience training and working with our youngest campus population, toddlers and preschoolers, in the Center will have real opportunities to decide, interact and determine their learning inclinations for teaching and working young children.

Sensitivity for teaching our youngest population, toddlers and preschoolers, will be recognized as a viable option by the members of the Division. Students of other disciplines can take ECD courses as an experiential or determining factor to their future careers. With prior Department approval, supervised visits by professors of other disciplines and their students can be conducted for observation or participation. Instructor – required student – friendly projects by the ECD discipline, such as health & emergency preparedness as well as cooking projects, will be used and implemented in the Child Development Center for cause and effect learning for student teachers and young children.

Students who major in social science, nursing, occupational or physical therapy, and other related fields have a viable and active training site for their future careers. Training and working in the fully - equipped Child Development Center will help focus students in these majors to specialize in their fields of practice and study. No longer will students needing student practicum experience have to take ECD courses at off – campus sites (such as Livermore Lab or Hacienda Child Study centers). Our very own fully – functional LPC Child Development Center on campus grounds will give these students comprehensive experience with all the requested equipment.

Student parents or guardians, staff and faculty parents of young children will have a safe and high quality venue for child development services while they study or work, and be assured knowing that their young toddlers and preschoolers are being cared for by skilled and knowledgeable staff and student teachers in the on-site fully – equipped campus research facility. Having a child development center on – site, student, staff and faculty parents will gain easier access to their young children from their nearby jobs and classes, and enjoy better gains and efficiency in job and school satisfaction. Having all the food preparation materials and health prevention equipment for the student teachers and children on hand will make for a healthier and well - rounded child development experience.

The Pleasanton – Livermore – Dublin area will have a fully equipped and fully functional child study research facility on the Las Positas campus site. As the Child Development Center gains recognition as a training facility for potential teachers, many ECD students in eastern Alameda and Contra Costa County will use the Las Positas College Child Development Center as their base for practical teaching experience.

Access

How does this item promote the principles of universal design, by providing opportunities for under-represented populations & accommodate students with diverse learning styles?

The mission statement of the Las Positas College Child Development Center is committed to (a) providing and a quality learning environment that is respectful and inclusive of all young children and their families, students and the Tri-Valley community, and dedicated to (2) supporting the early education teachers, staff, students, and the higher education community in their pursuit of research and professional development.

Las Positas Community College Child Development Center functions as a dynamic model for teaching and learning. As an innovative, field-based teaching site, Las Positas College Child Development Center blends curriculum development and professional outreach to support the changing needs of the communities, administrators, teachers, and adult learners it serves. Having "hands - on" equipment to use and manipulate, such as helath & emergency equipment and food preparation materials, encourages learners of diverse modalities to use their five senses to conduct required ECD projects as the work and interact with young children. Learners of diverse backgrounds will be encouraged to enroll in courses utilizing the Child Development Center, in order for these adult learners to decide and determine their inclinations and skill level to teach and work with young children. Utilizing the Las Positas College Child Development Center as an effective child study instructional facility demonstrates LPC's continuing commitment to excellence, respect for diversity, emphasis on creative thinking, attention to social and global responsibility, increased adaptability to change, and dedication to creating a community of life-long learners.

A broad range of employment opportunities are available by fulfilling the various certificate and degree requirement when ECD majors graduate. Completion of the appropriate courses or programs will allow employment in state supported or private programs as Associate Teacher, Teacher, Master Teacher, or Director of an early education and care center. Family child care providers can benefit from courses designed to advance their skills both as care providers and entrepreneurs of their own in-home business. The instructional program provides students with a fundamental understanding of the principles of child growth and development. The Child Development Center will serve as a site where practical experience in the application of these principles will be encouraged. Completion of certificate programs dovetails with the California Child Development Permit as well as the requirements of Community Care Licensing for Title 22 programs. The Child Development Permit is required for employees of California State Funded Programs. Title 22 Programs are those that are privately owned and operated either for-profit or non-profit. Many early childhood development units are transferable to four-year institutions for elective credit but a counselor should be consulted for specific transfer information.

The Child Development Center provides a local site for undergraduate teacher training and observation, as well as faculty and graduate student research. It also serves as a model of appropriate preschool practices for the community in parent and family support; early care and education; child health and development; early identification and intervention; equity, access and inclusion; and early childhood policy. All aspects of the program are equally important.

Outcomes

How will this equipment enable or enhance SLOs? What are the consequences related to learning outcomes if request is not funded?

As a start-up, supplemental funding for the new child development facility, the Early Childhood Department and Child Development Center is requesting \$, 000.00 for supplemental instructional materials funding this project. The food preparation materials and health prevention equipment selected for the Tri – Valley’s model demonstration school come from leading experts retailer in Early Childhood Education products. Quotes for the items needed for each toddler and preschool classroom are attached. Each play item has a limited warranty. Model college and university laboratory schools across the country utilize the reputable and durable play products of Environments and School Kids Health.

The curriculum of the Las Positas Child Development Center utilizes a curriculum model that is play-based and emergent. In this type of curriculum, children construct their knowledge by having hands-on experiences, using their five senses, within a safe, supportive and nurturing environment. Children are given real choices and are encouraged to strengthen their understanding of the world through a variety of natural materials and activities. The curriculum emerges with the children’s growing interests and skill levels as the year progresses. Student teachers as well are expected and encouraged to use a “hands – on” approach in teaching and caring for young children. They are expected to delve into the activities with children utilizing their five senses. The purchase of health prevention equipment and food preparation materials will duely encourage the theory - to - practice student learning outcomes for participating ECD students.

With the newly-built Child Development Center in place, Las Positas College students will have the opportunity to enroll and participate in Early Childhood Development laboratory or practicum courses within the campus grounds. Or students can enroll in core Early Childhood Development courses and conduct child studies and observations from within campus. An important part of the Early Childhood Development interactive laboratory courses is the required Health and Nutrition unit with young children. The ECD practicum classes will train students to conduct health checks/assessment and food preparation/cooking projects with children in a group care setting. Students will be required to determine and administer proper and appropriate first aid care to young children, as well as conduct emergency preparedness measures, such as fire and evacuation drills, with young children in the event of a school or campus emergency. Students will also be required to follow universal health and safety precautions in healthy food preparation and kitchen safety procedures with young children.

Student teachers will have valuable opportunities to practice or hone their skills at being a Head Teacher in charge of a classroom of young children, with the supervision of their Early Childhood Development faculty, and Center staff. Since early childhood teachers conduct a gamut of responsibilities, such as lesson planning, reading a story to a group, encouraging music and movement activities, conducting cooking and food preparation projects, modeling proper personal care and toileting routines, extending art experiences, planting a vegetable garden, managing child-to-child conflict resolution, caring for classroom plants and animals, and many more child development – related responsibilities, ECD students will be encouraged to involve themselves in interactive and participatory roles as they train at the Child Development Center.

Total Cost of Ownership (This is an attempt to identify what the ongoing costs of purchasing this equipment will be to the institution)

- a) **What is the lifespan of the equipment? 5 years? 10 years? 20 years?**
- b) **Is there sufficient current/planned space available for the storage and use of this equipment? If so, where will it be housed? If not, is there a proposed location and are there any costs associated with installation or modifications to the space?**
- c) **Are there operating costs and how will they be covered by the department?**
- d) **What will be required to maintain the equipment, such as regular servicing or upkeep? Who will perform maintenance, and what will the estimated costs be?**

Food Preparation Materials from Environments

The Environments Research & Development Staff embodies an ongoing commitment to improvement of the materials and equipment available to early childhood professionals. Environments products are the best of many thousands reviewed and tested. They have been played with, manipulated, stepped on, dropped, thrown, thoroughly cleaned, and otherwise tested and abused. Everything is expected to function as designed and to perform well. Whether designing and developing "from scratch" or choosing the best of products already in existence, the Environments Research & Development Staff stresses the same criteria: safety, appropriateness, playability, good quality, aesthetic appeal, durability, ease of maintenance, and overall value for your dollar. Environments has product guarantees – proof that Environments stand behind their products.

Health Prevention Equipment - Welch Allyn Pro 4000 Thermometer Description:

The new Braun ThermoScan® PRO 4000 is the only electronic ear thermometer with a preheated probe and sensor for reliable temperature readings on patients of all ages. Featuring exclusive ExacTemp™ technology to ensure proper positioning and improved accuracy in three to seven seconds, the new PRO 4000 is one of the fastest thermometers ever developed. Lightweight, simple, fast, accurate, and affordable the new PRO 4000 is the perfect solution for any medical practice or hospital setting.

- Exclusive ExacTemp technology provides an active user feedback light, guiding proper probe positioning.
- Preheated probe tip minimizes the cool down effect experienced when taking repeat temperatures, improving both accuracy and repeatability.
- Probe cover detection system improves accuracy by ensuring precise infrared heat transfer.
- Automatic probe cover eject button makes for quick and easy removal of used probe covers. Innovative security features reduce occurrence of theft.
- 3 year limited warranty.

Specifications: Display operating range: 68 - 108 degrees Fahrenheit.

Emergency Prevention - LifeSecure 25 Student Emergency Response Kit Description:

The LifeSecure 25 Student Emergency Response Kit is the base unit upon which to build a complete emergency preparedness solution for your facility. This kit is designed using U.S. Government recommendations to meet the needs of up to 25 people during the first several hours of an emergency. It provides the essential supplies most needed for support in the first several hours after a severe emergency or disaster: emergency instructions, search and rescue supplies and tools, dust masks for easier breathing, first aid, water [5-year shelf life], and items that supply warmth, shelter, communication, light and sanitation. The sealed 5-gallon bucket provides compact, airtight storage. The bright orange lid identifies the kit in an emergency and is tamper-evident for security while stored. With the Snap-On toilet seat in place, the bucket serves as an emergency toilet when access to working toilet facilities is not available. A document pouch is attached to the back of the container and can be easily removed for quick access to emergency information: emergency instructions, emergency response plans, rosters, etc.

Each classroom and administrative office has ample storage for requested items. Center staff will keep items handy for use and store appropriately for safekeeping. Center staff will handle upkeep and "wear and Tear" of materials after each course semester. No operating costs.

Visibility/Profile within Community

Is this a “flagship” item that will bring recognition/notoriety to the College or raise the stature of the program? Will it attract students and/or enhance the image of the College in the community because of its rare, one-of-a-kind status?

With the much - needed necessary equipment, the Pleasanton – Livermore – Dublin area will have a fully equipped and fully functional child study research facility on the Las Positas campus site. As the Child Development Center gains recognition as a "hands - on" training facility for potential teachers, many ECD students in eastern Alameda and Contra Costa County will use the Las Positas College Child Development Center as their base for practical teaching experience, and learn about the College’s Early Childhood Department and its course offerings.

Early Childhood full-time and adjunct faculty will have a rich, varied, and high quality venue for instructing and implementing best practice child development training techniques in a fully – equipped laboratory program. Full-time faculty teaching student practicum courses can train student teachers “on hand” with real child subjects in authentic school settings. Since the school philosophy is “play – based and emergent, classroom theory and best practices in the field will take place in the classrooms. Daily routines, such as health checks and meal preparation, will be conducted by participating ECD students.

Furthermore, adjunct faculty and their students can visit the programs, even during evening hours, to depict and detail the use of developmentally – appropriate classroom environments, settings, lesson planning, and activities for progressive student teaching. The fully functional laboratory classrooms, with fully - equipped classrooms for interaction and observation, will help attest to the best practices in the Early Childhood field. With at least fifteen (15) ECD courses taught each semester by the ECD faculty, the Child Development Center will be able to accommodate “theory to practice” outcomes.

The purpose of the model demonstration school is to provide an on-site research-based teaching facility for Las Positas College students pursuing a career, state Child Development permit, associates’ degree or transfer courses in Birth through Preschool education, as well as Elementary Education, Nursing, Child Life Specialist, Occupational/Physical Therapy, Psychology, Art, Music, Health & Nutrition, and other courses of study. Students from related fields also use the Child Development Center as a resource for fieldwork and research papers. The director and teachers in the program are selected to have an especially strong background of education and experience in Early Childhood Education. They exhibit a standard of positive adult-child interactions for students to model and from which parents may draw support.

The toddler and preschool programs serve the Early Childhood Department by supporting child development research, providing models of high quality early childhood education, and offering students the opportunity to observe and teach young children. Classes are offered for children between the ages of 18 months old and five years. Selection at the Lab School is by first come and first served basis with priority given to children of Las Positas College students, faculty, and staff, and siblings of currently enrolled children. The curriculum for each program is planned by the Early Childhood Development faculty, staff and student teachers using an “emergent” approach to encourage the development of the whole child. The exemplary demonstration programs are provided to offer observation and participatory experiences for Las Positas College students preparing to be early childhood teachers and administrators, and child and family specialists. It also serves as a research site for the college and university.

Commitment to Sustainability

How does this equipment exceed basic sustainability goals and encourage renewable resources at the College? Is the design/operation of this item in keeping with the College's commitment to sustainable practices?

Sustainability of requested funding items can be accounted for multiple uses of necessary items by the ECD students, young children, center staff, and ECD faculty. Las Positas College's commitment to sustainability will be well - served by these requested funding items. Not only are the requested items a necessary part of the ECD curriculum, theory, and practice, it is also a daily routine use for Child Development Center. The Health and Nutrition Unit in Early Childhood Development practicum courses will be a lasting and memorable learning experience for ECD students.

Health, Safety & Security

Does this equipment address any health, safety & security concerns? If so, please explain below.

The requested food preparation materials and health & emergency prevention equipment does enable and encourage the Early Childhood Development programs to practice good health, safety, and security in meal service and administration of first aid. In fact, funding for the requested items will close the current "gaps" in student health and safety State requirements. Key center staff and ECD instructors need First Aid and CPR certification, as well as practice Universal Safety Precautions in food preparation and toileting procedures. The Early Childhood Department and Child Development Center cannot perform these required and necessary duties without the supply of the requested items per classroom in the laboratory school facility. These food preparation materials and health and safety equipment are mandatory in the daily operations of a State licensed child development facility with a capacity of 132 young children.

Signatures (required)

(If requesting computer-related equipment/software, LPC IT Department Review is **required**.)

Requested by *Corinne Calica*

Dean/
Unit Head *Janice Fable*

IT Department Signature _____

Vice President *[Signature]*

LPC VP Business/President _____

LPC Business Office Use (Account Number) _____



Ph: 800-558-6270

www.BuyEMP.com

Quote



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www.schoolkidshealthcare.com

Bill To

Ship To Las Positas Community College
Natasha Lang
3000 Campus Hill Dr
Livermore, CA 94551-7623

Thank you for your order!

Date	Quote Expires	Page
3/31/2011	6/29/2011	1 of 1

PO Number	Customer No.	Shipping Method	Payment Terms	QUOTE NUMBER
	3/31/2011PAR	UPS- DEST	VISA Card	SOT036330

Item Number	Description	Quote	Order	U of M	Unit Price	Ext Price
04000-200	THERMOSCAN PRO 4000 EAR THERMOMETER	8	8	EACH	\$190.39	\$1,523.12
55580B	THERMOSCAN DISPOSABLE PROBE COVERS, 200/BOX	8	8	BOX	\$15.26	\$122.08
21001	25 STUDENT EMERGENCY RESPONSE KIT	8	8	EACH	\$141.18	\$1,129.44
21010	LIFESECURE 25 STUDENT EXTENDED SUPPORT EMERGENCY KIT	8	8	EACH	\$139.48	\$1,115.84
CR-200	FIRST ALERT CRANK POWERED RADIO	8	8	EACH	\$22.46	\$179.68

QUOTED PRICES INCLUDE STANDARD GROUND DELIVERY CHARGES. QUOTE IS VALID FOR 90 DAYS! QUOTE NUMBER MUST BE REFERENCED TO GUARANTEE QUOTE PRICES.

Subtotal	Handling Fee	Freight	Trade Disc.	Sales Tax	Total
4,070.16	0.00	0.00	0.00	396.87	4,467.03

1711 Paramount Court, Waukesha, WI 53186
Fax 800-558-1551

PRICE QUOTATION

Expires on: 4/30/11

01 CHARGE ORDER

 * Reprint *

 Page 1

ENVIRONMENTS, INC.
 Beaufort Industrial Park
 P. O. BOX 1348
 Beaufort, SC 29901-1348

Tel: 843/846 8155
 Fax: 843/846-3999

1.800.HI.CHILD

Sold TO: LAS POSITAS COLLEGE
 ATTN NATASHA LANG
 3000 CAMPUS HILL DR
 LIVERMORE CA 94551

Ship TO: LAS POSITAS COLLEGE
 ATTN NATASHA LANG
 3000 CAMPUS HILL DR
 LIVERMORE CA 94551

Customer No.: 888888-000

Payment Terms: Past due after 30 days

Processed by.: AHD
 Contact : 925 424 1000 X1634/NATASHA

Contact: 009080 NEW CUSTOMER
 Entry Date: 3/31/11
 Quotation No.: Q9499

Qty	Catalog Page Number/Online	Item No.	Description	Price Each	Total Amount
12	S11-069-L OL	800706	BABY FORKS AND SPOONS	52.90	633.60
8	S11-069-C OL	800567	24 CHILD-SIZE TUMBLERS	28.60	228.80
14	S11-066-A OL	800569	12 WHITE 5" ROUND BOWLS	26.50	371.00
14	S11-066-B OL	800582	DOZEN WHITE 8.25" PLATES	49.20	688.80
14	S11-069-E OL	800304	DOZEN CLEAR MUGS	42.65	597.10
8	S11-070-F OL	263002	6 SSIL SERVING SPOONS	21.60	172.80
14	S11-070-G OL	263006	MEASURED SERVING SPOONS	21.90	306.60
8	S11-071-I OL	800572	SET OF 8 SERVING DISHES	39.80	318.40
8	S11-070-F OL	263004	6 STAINLESS STEEL LADDLES	21.60	172.80
8	S11-070-A OL	800733	SIX 2-PNT CLEAR PITCHERS	72.95	583.60
8	S11-071-L OL	800605	UTILITY TUBS SET	29.70	237.60
1	SI		15% MERCHANDISE DISCOUNT		646.57-
			FREE SHIPPING AND HANDLING		.00
			-Shipping Instructions		.00
			FREE INSIDE DELIVERY		.00
			PLEASE REFER QUOTE #Q9499 WHEN PLACING YOUR ORDER. THANK YOU		.00

Estimated cubes: 90.94

Estimated weight: 266.00

Taxes -----
 Sales: \$ 5.00

QUOTATION AMOUNT \$3,664.43