

# TOHONO O'ODHAM COMMUNITY COLLEGE



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## Syllabus: **ECE 229 CHILD DEVELOPMENT ASSOCIATE (CDA) DIRECT ASSESSMENT**

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### Course Information

Course Prefix/Number: ECE 229  
Semester: Fall 2016  
Class Days/Times: Hybrid Schedule

Credit Hours: 4  
Course Title: Child Development Associate (CDA) Direct Assessment  
Room: CDI Head Start Center

### Instructor Information:

Name: Karen McIlroy

Phone/Voice Mail: 520-235-8602  
E-mail: [kjmcilroy@gmail.com](mailto:kjmcilroy@gmail.com)  
Fax: 520-887-5385  
Office hours: 8:00 a.m. to 4:00 p.m. M-F

### Course Description:

This course prepares students for earning their National CDA Credential from the Council for Professional Recognition. Using the CDA Competency Standards book for their preferred Credential (Infant/Toddler, Preschool, Home Base or Family Child Care) as their text, students follow the well-defined guidelines provided to ensure readiness for submitting their CDA Direct Assessment request to the Council.

### Course Objectives:

During this course students will:

- Create a Professional Portfolio
- Educate families about the criteria included in a Family Questionnaire
- Prepare for passing a national test in the field of early childhood education
- Prepare for an observation by a CDA Professional Development Specialist
- Write a Professional Philosophy

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## After completion of the course students will be able to:

- Create a Professional Portfolio by using an organizational tool that defines the order and content to be included
- Explain to family members the age and developmentally-appropriate education they provide to the children
- Pass a national test that assesses their knowledge in the field of early childhood education
- Use an observational tool to self-assess their skill level in working with the children in the environmental setting in which they work
- Write reflections and competency statements

## Course Structure:

<b>Course Specific Outcomes</b>	<b>Assessment/Measures</b>
1. Students will create a Professional Portfolio	Completed Professional Portfolio that meets all of the criteria as defined in the CDA Competency Standards book
2. Students will prepare families for completing a CDA Family Questionnaire about their work with the children	Returned Family Questionnaires have a majority of level 3 ratings on the questions, indicating that they understand the meaning of the question
3. Students will take practice tests in preparation for the national CDA test	Passing grade on the national test
4. Students will use the CDA observation tool to self-assess their competence working with the children	Positive feedback provided by the CDA Professional Development Specialist on the day of his/her official observation
5. Students will write reflections and competency statements	A written Professional Philosophy that is based on the reflections and ability to articulate one's competency in each of the 13 Functional Areas as defined in the CDA Competency Standards book

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**Text:** The Child Development Associate National Credentialing Program and CDA Competency Standards, *Educational Setting Specific Edition*

**Other Materials:** Relevant articles, research links will be provided throughout the course

## **Grading policy:**

**A** = Attend **all** on-site and online face-to face classes; participate in **all** forum assignments; submit **all** required homework assignments **on time**. Other trainings or events pre-approved by your instructor that you attend, in addition to the official class times, can count for extra credit toward your grade. You will need to provide a copy of your certificates verifying your attendance.

**B** = **Miss up to 2 face-to-face classes with excused absences**; participate in **all** forum assignments; submit **all** homework assignments **on time**. Extra credit makeup assignments can be submitted based on discussion and approval by the instructor. Other trainings or events pre-approved by your instructor that you attend, in addition to the official class times, can count for extra credit toward your grade. You will need to provide a copy of your certificates verifying your attendance.

**C** = **Miss up to 3 face-to-face classes** with excused absences; participate in **all** forum assignments and submit **all** homework assignments and **pre-approved** extra credit makeup assignments.

**D** = **Miss more than 3 face-to-face classes**; participate in **50% or less** of forum assignments; submit **less than 100%** of homework assignments.

**F** = **Miss more than 3 face-to-face classes**; participate in no forum assignments; submit **less than 100%** of homework assignments.

**Expectations: 100% attendance, participation in all forum assignments and submission of all homework assignments. Your initial grade is an A.**

**Required: You MUST call or text me at 520-235-8602, or email me at [kjmcilroy@gmail.com](mailto:kjmcilroy@gmail.com) if you will be missing a class for it to count as an excused absence.**

**I check my phone and email frequently, so please do not hesitate to contact me with questions or information that you may need to clarify or complete assignments.**

## **Cultural Component:**

Discussions involving Hualapai traditions and cultural beliefs are an integral part of this course. The course explores ways in which cultural beliefs and practices influence young children's development and attitudes. It also explores the impact that families and community members can have on preserving and revitalizing Hualapai culture and language by participating in their children's education.

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## **Course Outline:**

- Introduction and overview of the requirements that need to be met in order to submit a Direct Assessment request to the Council for Professional Recognition
- Criteria required for creating the Professional Portfolio
- Distribution and collection of the Family Questionnaires
- Writing reflections, competency statements and a Professional Philosophy
- Conducting a self-assessment using the Professional Development Specialist observation tool
- Practicing for the national early childhood education test
- Practicing for the Direct Assessment visit by the national Professional Development Specialist

**DISCLAIMER:** This syllabus is designed to evolve and change throughout the semester based on class progress and interests. You will be notified of any changes as they occur.