

EARLY LEARNING STRATEGY GROUP AND SCHOOL READINESS COUNCIL

MEETING AGENDA

May 4<sup>th</sup>, 2016

TIME: 1:00-3:00

HOST: HFSC RESEARCH AND EDUCATION BUILDING

**Members**

**ELSG Co-Chairs:** Talhaht Mannan, Liz Gaffney

**SRC Co-Chairs:** Nancy Sarra, Justin Dorsey

**SRC Liaison:** Maegan Adams

**ELSG Members:** Amy Litke, Aniella Fignon, Adrienne Ricciardi, Barbara Heidenis, Colleen Krieger, Darlene Hurtado, David Tompkins, Dorothy Zyla, Liz Donnellan, Geethika Fernando, Linda Heiten, Heidi Levitz, Kim Jackson, Jennifer Hernandez, Joline Wruck, Judith Alvarado, Julie Arcila, Justin Dorsey, Kate Lincoln, Kris Keidel, Wynter Lapila, Lauren Pederson, Michele Eathorne, Mary Lombardi, Ryan Morgan, Kyle Pilon, Robin Sparks, Sarah Flythe, Sarah Mahaffy, Nancy Sarra, Shermane Fletcher, Tracey Madden-Hennessey, Joe Vaverchak, Talhaht Mannan, Maegan Adams, Liz Gaffney

**SRC Members:** Adrienne Ricciardi, Amy Litke, Colleen Krieger, Dorothy Zyla/Sarah Flythe, Heidi Levitz, Joe Vaverchak, Justin Dorsey, Kate Lincoln, Kim Jackson, Kris Keidel, Kyle Pilon, Liz Donnellan/Mary Lombardi, Michele Eathorne/Shermane Fletcher/Tracey Madden-Hennessey, Talhaht Mannan, Robin Sparks/Geethika Fernando/Darlene Hurtado, Nancy Sarra

**Absent:** Michele, Shermane, Aniella, Barbara, David, Liz, Linda, Jennifer, Joline, Judith, Justin, Kris, Lauren, Mary, Ryan, Sarah M. Nancy

Time	Discussion	Facilitated by	Questions Raised	Actions to take/Comments Notes
1:00-1:05	<b>Welcome</b>	<i>Talhaht</i>	<ul style="list-style-type: none"> <li>• <i>Introductions</i></li> </ul>	<i>Joe, Wyner, Kate, Tracey, Darlene, Geethika, Julie, Amy, Sarah, Dorothy, Kyle, Maegan, Liz, Amy, Robin, Colleen</i>
1:05-2:30	<b>Early Learning Strategy Group</b>	<i>Ryan/Nancy, Maegan, Geethika,</i>	<ul style="list-style-type: none"> <li>• <i>Summer Learning</i></li> <li>• <i>Chronic Absenteeism</i></li> <li>• <i>T2K Updates</i></li> <li>• <i>Updating the Results Framework</i></li> <li>• <i>ELSG Break-Out Groups- reminder of minutes, sign ins</i></li> <li>• <i>Discuss schedule of meetings for the upcoming FY 16-17</i></li> </ul>	<ul style="list-style-type: none"> <li>• Summer Learning- the first round of letters went out identifying children, May 20<sup>th</sup> second round of letters will go out after NWEA testing. Teacher Trainings July 14, 15, Leadership Training May 26. Community based organization orientation May 20 at YWCA, project is a finalist for National Summer Learning Award. A panel sat in on phone interview one of 8 communities, team coming first week in August to observe the program to determine if they're a winner- second year. Only community up for second time award. Logos designed, shirts designed.</li> <li>• Absenteeism- had a meeting to discuss current policies and procedures, new codes, what is the intervention? etc., in order to get everyone on the same page and collect accurate data, meetings with programs will begin to take place in June to ensure all PowerSchool data is up to date.</li> <li>• The CA work has been funded through Graustein</li> </ul>

				<p>for Grade Level Reading, not all of the funding has been utilized carrying over about \$38,000.00 how do we want to use that money for the upcoming year until June 2017. We can continue some work, continue funding, and pay for PowerSchool we will have \$15,000.00. Joe- Wynter's outreach has been tremendous and would like to keep it. Marketing- the importance of attendance, for city wide attendance for preschool. Wynter- add on extra hours for BGC. Reach out to home providers, outreach w/ pediatricians, DCF, health center. Small group to brainstorm and create a budget- Tracey, Darlene, Sarah, Dorothy, Maegan- Maegan send an email out w/ a couple of dates.</p> <ul style="list-style-type: none"> <li>• Graustine- beginning parts of new funding priorities, equity based work- come to some agreement if we want to move forward, \$20,000 building assets in the community and ability to advocate, informing of racism in the community. Letter of intent is due the last week in May. This is for training in the community. However we need buy in from the community and people need to show up. We get to pick who the organization is. Only the discovery collaborative were invited. Would love to see this as staff training. Discuss sustainability and how can.</li> <li>• T2K- books have been purchased for all incoming K children to be distributed at Orientation in the fall.</li> <li>• Survey's need to be made to distribute in the fall to families about how they felt the transition experience went. Open house may be the best time to distribute.</li> <li>• Our last meeting of the year will be held May 25<sup>th</sup> at 4:00 pm at Roosevelt School.</li> <li>• YWCA will be having a K Café for families on May 26<sup>th</sup> created with the support of PK teachers, K teachers, and admins in the School District. A survey also went out to families to help guide what the Presentation should include.</li> <li>• Central Registration will stay open until 8:00 pm on the following dates: Thursday May 12<sup>th</sup>, Tuesday May 17<sup>th</sup>, Wednesday May 25<sup>th</sup>, and</li> </ul>
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				<p>Thursday June 2<sup>nd</sup>. We will look at this for the summer months as well.</p> <ul style="list-style-type: none"> <li>• Connect-Ed English and Spanish, and Spanish Radio Show.</li> <li>• Memberships are due June 1</li> <li>• Leadership is June 29, 9-11</li> <li>• Health and Wellness: Birthday of parents and education level (birth certificate) put into PowerSchool?</li> <li>• BGC does it, HRA collects that info for Head Start, Parent intake forms- Talhaht and Tracey</li> <li>• We are going to keep the ELSG/SRC meetings the same for now. First Wednesday of the Month from 1-3.</li> <li>• Geethika- Review Document.</li> </ul>
2:30-3:00	<b>School Readiness Council</b>	<i>Maegan</i>	<ul style="list-style-type: none"> <li>• <i>Slot Utilization</i></li> <li>• <i>Members/Voting</i></li> <li>• <i>RFP Updates</i></li> <li>• <i>QE Updates</i></li> </ul> <p><i>Maegan, Amy, Kim, Colleen, Adrienne, Heidi, Kate, Tracey, Amy, Sarah, Dorothy, Kyle, Talhaht</i></p>	<ul style="list-style-type: none"> <li>• Fully Utilized in all Programs for April, Colleen has 3 openings. Maegan is to E-mail all individuals that may have a waiting list.</li> <li>• Names of the SRC Members, Executive Council= non providers.</li> <li>• No State SR updates- waiting on budget approval.</li> <li>• Local RFP's have been completed, Community RFP is currently being worked on. Maegan would like one person to review the Community RFP when it is done to check for accuracy- Kim volunteered .</li> <li>• QE – community training- Scott Noyes on Friday May 6<sup>th</sup>, Books to be distributed- “The New One Minute Manager” per program.</li> <li>• T2K Books- purchased, one pack of Transition Books per PK Classroom,</li> <li>• QE will meet on May 13<sup>th</sup> to discuss possible community trainings, the RFP's received for Coaching, and the Funds for T2K.</li> <li>• Concerns that came up- members, confidentiality, policy and bylaws.</li> </ul>