



AGENDA

Ingham GSRP Advisory Council Meeting
April 26, 2013
9:15–11:15 AM
Meridian Senior Center

1. Welcome and Introductions:

2. IISD Updates

- Application– Our Formula application for 12–13 has been approved!
 - All pieces have been accepted by MDE.
 - Revisions to budgets, staffing changes, etc. contact Kelly Corbett or Corrie Mervyn to make those changes.
- Student Count
 - Need program end dates by May 15th
 - Need end of year count before leave for summer
 - Use latest end date if home visits are still going on after class time ends
 - Send all student count info to Danielle Redman dredman@Inghamisd.org

- Proposed Budget and Legislative Changes– The Governor, House and Senate budget proposals have been released, some of the differences that are going to conference committee include:
 - Increase in Funding– Governor and Senate both include 65 mil increase, Senate– no per pupil increase, House proposed 50 mil increase with an increase in per pupil
 - Pushing for per pupil increase to get it close to k–12 fte rate
 - Great Start to Quality– Senate no mention, House and Governor– Must have 3 star rating
 - Income Level–Senate–100% must qualify under poverty at 300% or less, Governor– 90% need to qualify at 300% or less w/sliding scale fee
 - House– 90% need to quality at 250% or less w/sliding scale fee
 - *If these changes go through, the current prioritization process will need to be amended
 - ISD is using current rule– 25% of students can be over 300% with at least 2 risk factors

- Great Start to Quality Requirement– To be prepared for the possibility of the GSTQ 3 star rating, MDE is requiring all programs to have a complete SAS submitted by May 15th. If the legislation passes only programs who are in can receive funding. Starting June 10th it will be important that you indicate that you are a GSRP program in your profile, this allows you to skip some verification and move into a specialized category. See attached letter from Dr. Buch.
 - Must complete SAS in GSTQ by May 15th in current system
 - Only have 60 days to update from June 10th

- Amended CNRA Request– MDE has asked all ISD’s to submit a revised CNRA based on the possibility that we would receive additional funding. The old formula was revised to add ECSEP and Head Start children back into the formula to provide possible blending opportunities and removed the school day 2 for 1, to look at actual number of children who may qualify and not slots. We advise you to do heavy recruiting to find all eligible children in your area, and look at how you could possibly plan for additional slots. The worst scenario would be to obtain additional slots, and not find all of the eligible children and/or serve them. For Ingham our revised allocation request was about 2400 slots, we are currently using 1292.
 - Begin doing heavy recruiting, looking at space for additional classrooms in your district
 - We don’t know how many extra slots we will receive if any, but we need to be ready because if we don’t have space/children to fill slots and have to give them back we won’t be able to get them back again in the future.
 - Will the teacher requirements change?
 - No, but requirements are slightly different for districts and agencies
 - We can write compliance plans
 - 20% Competitive still in there, meaning we will need to find more local community based programs that meet qualifications and children that could attend.
 - Send any contacts for community based sites that you may know of to Corrie M. she will contact them
- Child Information and Staff Report (CISR) Report– We will start collecting this information for every teaching team, an electronic copy will be e-mailed to you with requested dates. An example has been

included so you can start gathering information if necessary. The report is expected to go live in MEGS + in May.

- Year to Date Expenditure Report– To assist the consortium with planning and to comply with monitoring requirements, we are requesting that districts submit a year to date expenditure report – October 2012 through March 2013 – by **April 30, 2013**. Districts can submit a printout or download of their general ledger report as their progress report. If certain charges are not posted to the GSRP accounts until year end, such as transportation or food cost, please include an estimate of the year to date costs of those items with your progress report. Business officials have been contacted, and these will need to be returned to Kelly Corbett.
 - Collecting year to date reports rather than quarterly reports. (appx. 6 months)
 - Indicate changes in your budgets.
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- Joint Application Process Update and Feedback– Danielle update on how many application we have received to date. The online system is in the final testing phases and our programmers are working to be sure that the assigning works appropriately. We anticipating having the online system up and running soon. As soon as the online system is up and running, we will work on heavy recruiting. Introduce Wendy Moncada. Obtain feedback from the crowd.
 - Application is on Great Start website. www.inghamgreatstart.org
 - If a child is not age eligible for a 2nd year of GSRP can they attend HS?
 - Deb Hill– “will need to go through special needs program”
- End of Year Records–
 - MDE Administrative Records document–Need to be in file for 7 years

- K-2 Follow Up Form –2 samples in packet–directly from MDE website **Must be kept on file**
 - Must provide documentation that you have at least tried to collect the information from 2nd grade teachers
- End of Year Child progress report (COR, GOLD, etc) **Must be kept on file**
- Family Contact and Home Visit documentation **Must be kept on file**
 - Home Visits– Reminder that home visits are to be planned and documented and 60 minutes in length. An example home visit documentation form is included, can be found on the MDE GSRP website. **MUST be kept on file for each student**
 - Write out a plan of activities for a 60 minute home visit.
 - Can be used for conferences
- IISD recommendation would be to put the K-2 follow up form, a copy of the end of year child progress report, and transition summary in the CA60 and let kindergarten teachers know it is there. Each year you then have to have the previous teacher be sure to include the K-2 follow up form back in the CA60.
 - Include a letter stating why it's important to keep the K-2 follow up form.
- Examples of some of the forms are provided–All can be found on the MDE GSRP website to tweak.
- Collect all this information back at the end of 2nd grade.
- Put a copy of child end of year with follow up form

- Summer Activity Packets– CACS Head Start has revised their summer activity packets and shared it with us once again this year. IISD will be printing for all GSRP students and distributing to local programs.
 - Should be coming in the next couple weeks

- 3 year old scholarships
 - 3 years ago IISD had a 3yo scholarship for children that would qualify for GSRP or HS with the intention that they would continue on to GSRP/HS.
 - Lucy and Michelle N. writing grant, HS will do the monitoring for Grant
 - Reserving slots for Lansing and for out county districts to ensure fairness for all
 - This is not a per slot amount, but based on need.

- Early Childhood Specialist Updates
 - Local Advisory Meetings
 - Starting now, if you don't have them scheduled yet with your ECS do it now
 - MDE ECS Meeting Changes for 2013–2014
 - Last year ECS will run meeting, next year run by district with ECS invited
 - Will be looking at PQA data with district admin, teachers and parents
 - Will be good for local support and program growth.
 - Will be done after a meeting with your ECS on a classroom level

- MDE Additional PQA Documentation
 - MDE provided a supplemental document stating what you must have to receive certain scores
 - ISD in conversation with MDE regarding changing scores based on Additional Documentation Notes
 - IISD will contact programs when a final decision has been made (since the 4/26 meeting–IISD will be using the notes to monitor grant compliance, but will not lower PQA scores based on the notes)

- Transition Ideas/Activities
 - Work with kindergarten teachers and have classes work together (Kindergarteners visting Preschool, preschoolers visit Kindergarten classroom)
 - Buddy system
 - Kindergarten transition parent night
 - Ask schools for areas to begin implementing that kindergartens use (behavior plans, etc)
 - Put photos of elementary schools kids will be going to with kids photos by each school.

- Survey
 - Will be sending out a survey this year with additional elements
 - Used PQA and wrote a section on ECS–Teacher interaction/relationships
 - Professional development goals for ECSs on ISD level
 - Will send out after meeting

- Can be used by all ECS
- Will be used to create new PD to work on goal setting for ECSs, etc.

3. Program Updates

- MMLA
 - MMLA taken over by a management company, cutting their GSRP program next year.
 1. Creative ways to run program from MMLA location but not be MMLA
- Williamston
 - Williamston has a summer program for k-5. Hosting Gemini Wed Aug 14th \$2.00 child at 1:30
- Mason
 - Looking for an assistant teacher in their GSRP program
- Early LCC
 - Looking for a new child development coordinator

4. Next Meeting–May 25th 9:15–11:15– Meridian Senior Center– End of Year Collaborative Breakfast 8:00–9:00