



AGENDA

Ingham GSRP Advisory Council Meeting
November 1st, 2013
9:15–11:15 AM
Ingham ISD–Thorburn Education Center

1. Welcome and Introductions
2. IISD Updates
 - Corrie clarified her job duties and title change
 - 13–14 Grant Documents (Live through MDE, due to MDE by 11/22)
 - Grant Application
 - Site classroom info, all workbooks have been submitted but your district may be contacted by Corrie with questions or revision requests.
 - Budgets were submitted and are being worked through right now.
 - Now IISD goes through and submits all the budgets as one large budget
 - IISD has to go through budget line items to determine if allowable through MDE requirements
 - Your district may be contacted by Dianne Eisinger for further clarification or additional details
 - Q– Is there something more specific to tell what should go in each line item?

- Not cut and dry because depends on what it is used for. Use codes given and make best guess and work with your finance person.
- MDE Survey
 - Up next year for 65 million dollar increase, legislation working on proposed budget
 - ISDs received a survey on what might be done with funding increase
 - Examples: how might use slots if increase goes through
 - Increase to full day
 - Lansing would increase full day in South Lansing
 - An increase in slots would mean doubling slots received from part day allotment
 - Add new classroom
 - Add GSRP/HS blends
 - Early LCC and HS would do more blends
 - Child would have to be GSRP age eligible (4) for a GSRP/HS blend.
 - Classrooms must stay consistent so class must be either part day or full day. Part day children cannot be enrolled in a full day classroom.
 - Could you use additional GSRP funding for wrap around care? You wouldn't get additional slots, but you could use your original funding for that.

- Program would have to meet all requirements for both HS and GSRP
- Also asked for additional ideas:
 - Corrie added: Adding funding for ISD admin off the top, adding money for transportation, adding 3 year old funding
 - Lori- increasing money for health care for employees?
 - Increase per slot funding
 - Getting slots out as quickly as possible to allow for planning.
 - Could additional GSRP money be used to extend school year? (Summer funding)
- CNRA
 - Info from MDE CNRA will hopefully go live on 12/1
 - Data collected county wide to determine how many slots we will get
 - Data will be collected in your workbook after MDE releases.
- Extra Slots
 - ISD kept 253 slots
 - Currently HS is taking 144 of those slots to serve 72 additional kids full day
 - 2 additional rooms at Maple Hill
 - 1 room at Baker
 - One at Grand River
 - Offered to current children first

- New slots will be a combo of transfers and brand new children
 - Back fill with children on waiting list (3 and 4 year old children)
 - Staff has been hired, equipment coming, renovations coming
- Other slots distributed to other Ingham County Programs
- Still slots and time to plan (contact Corrie ASAP)
- Waitlist
 - **Please return abandon apps or wait list apps ASAP so that we can look at reaching those families.**
 - Need to work together to find those families
 - If we get apps back and still have openings or want additional slots we would be offering children any open program.
 - Wendy sent out an email asking to have them returned.
- Joint Recruitment Feedback
 - Over the last 2 weeks ISD held 3 meetings to get feedback on Joint Recruitment Process (Lansing, Head Start, Out County)
 - Looked at:
 - Application (feedback)
 - Make sure app is filled out entirely, how is income reported
 - Make ranges rather than open ended question on income
 - Do you take out college tuition payments? (No)
 - Put at the top of the application that this is not an enrollment

- Add next steps to application or letters
- Additional family members (do we need it?)
- More info for parents on what programs are offering (HS, GSRP, Etc)
- Feedback: not enough room for income, and acronyms for services could be confusing. May want to increase room and options for income questions.
- Process
 - During intake, to and from ISD, communication
 - Timeframes, Outreach and Recruitment, Ideas for next year
 - Creating a consistent message for all programs to ensure that families are receiving the same info no matter who they contact.
 - Tracking of the apps (where did app go? How do know when apps aren't received
 - Out of district policy for applications. Need to come up with a policy at the beginning of the recruitment season
 - Children who are receiving SE services they should go to their home district.
- Out Reach and recruitment
 - Need to start earlier, Feb/March, parent teacher conferences, Kindergarten Roundup
 - Families that want to fill out an application for next year, have them wait until the new process comes
 - Start a fill list for next year (contact info)

- Make sure we are using one app for all programs, GSRP, Head Start, and Tuition.
 - Families are paying tuition because they didn't know that they would qualify for GSRP and fill out that application
 - May want to contact admin to let them know that all apps should be sent out everyone.
- Overall positive feedback
- To take out of county kids you would have to become a sub recipient of each ISD you wanted to take kids from. And submit data in all areas,
- Joint Recruitment Online System
 - Paper/emailing apps is not efficient
 - Exploring electronic systems
 - Very few options
 - Clinton County RESA has an online routing system (same district that created state wide Project Find– used on a large scale)
 - Corrie showed website and talked about routing applications
 - Includes a 1–800 number to call and fill out the application over the phone
www.michiganpreschool.org
 - This would allow sites to get families to on the phone, online or use on their mobile phones, or use a paper version
 - Check on how late number will be available
- There is a way to indicate what school year they are applying for.

- Applications are stored for 7 years, data can be exported to Excel to allow for manipulation, and data would be backed up every night.
- Site would show the secure logo to ensure families their information is safe
- Sends an email to sites with new applications, allow to send back or enroll
- Sends and email to families that has next steps, etc
- How do child care centers get their apps routed specifically to them?
 - Will be a preferences link with all our sites.
- There can be a link on your website, and will be a link on the GSC website along with the IISD website.
- What do we need at the application stage (not enrollment)(Ideas from group below)
 - This form is somewhat customizable but all additions must be agreed on by all counties using this system
 - Put a link on site for families that don't know what school district you reside in?
 - Language? Other than English.
 - Will there be other bilingual on phone?
 - Is it possible to have website translated? Connect to google translate.
 - Date of Birth should be required
 - Add strongly suggest adding another phone number
 - Or make it mandatory and add an check box that is do not have

- Can application be submitted to district before submitting to ISD?
- Add preferences link right under school district question with full/half, program preference, transportation
- What capacity does your site have to help families fill out the application on site?
 - Still do interview process for filling out application along with online
- Tracking would allow sites to see where the application is, and what the status is on the application
- Last summer ISD tried to work with an electronic system that didn't unfold
- Would there be a way for family to request not to be sent to HS?
 - No all HS eligible apps will be sent to them and then sent back to us.

3. Early Childhood Specialist Updates

- ECS meet monthly and discuss what is going on at each site to ensure consistency across the board
 - This month's discussion , small group and food/nutrition, review new implementation manual
 - PD in December, flyer to come out after the 11/12 PD
 - ISD creating a lending library for sites to check out PQA Goal Specific materials
 - Will be asking to do form B with Admin, Nov 15th thru 1/15
 1. Timeline changed so form B is earlier.

4. Program Updates

- IISD–Implementation manual was updated last week. Log on to MDE and find the changes.
- ISD passed out info on dental services for families donated by Delta Dental.
- David Holt–Heard Kindergarten start age requirement waiver period may be changing
 - Corrie to check on info and disseminate information
- Michelle– CRC has a toy lending library– check into info
- MC–Healthy kids dental, if medicaid eligible, children are eligible for dental coverage,
 - Dentists now paid at higher level and maybe taking more patients.
 - Article in LSJ on 10/1, ISD working on communication with dentists and families

5. Next Meeting–December 6th, 2013