



AGENDA

Ingham GSRP Advisory Council Meeting
December 6th, 2013
9:15-11:15 AM
Ingham ISD-Thorburn Education Center

1. Welcome and Introductions
2. IISD Updates
 - ⌚ 13-14 Grant Submission
 - 11/22 grant was submitted free of errors. All programs sent info completely and accurately and made the submission easier.
 - Waiting for MDE to review and approve
 - They may want more information on various items, will contact you if that happens
 - Question was raised about the timeline of MDE approving the budget and when funds can be spent. You will receive your funds before MDE approves, potential problems could happen if a site spends money on items not in the original budget and it comes back unallowable
 - If you have amendments (staffing/equip, etc.) still can make them. Contact Dianne Eisinger or Corrie Mervyn .
 - Quarterly expenditure reports will be collected after Grant/Budget is approved by MDE.
 - ⌚ 12/13 Final Expenditure Report submitted
 - If you have questions contact Dianne Eisinger
 - ⌚ New Partner Announcement
 - Kathy Kelly- Child and Family Charities new community partner
 - One new site in Lansing (Bethlehem Lutheran Church) 8 children in the AM and 8 children in the PM
 - Will start in January 2014
 - ⌚ Extra Slots

- Still have about 50 additional slots
- Head Start has opened new classrooms this past week
- When last classrooms open we will be looking at number of children that are left.
- Children from abandoned files and wait list are being contacted via mailings, email, phone calls
- Wendy doing targeted outreach at churches, malls, non-traditional ways to connect with potential families, food banks,
 - Suggestion: Leave flyers at Goodwill, Salvation Army, Michigan Works
 - Mailing through USPS. 16 cents per flyer. Company Name: Every Door Direct. Williamston just recently sent this out (8x10 Flyer)
 - If you have any ideas for recruitment contact Wendy Moncada at wmoncada@inghamisd.org
 - Info from GSC Meeting- Most families look for preschool at their Doctor or Dentist Office
 - Info is being handed out at WIC office
- Lansing has 60 open slots remaining
- ≡ Joint Recruitment Online System Update
 - Last month shared CCRESA online system (intake form) with an 800 phone number
 - Still in negotiations with CCRESA on items that must be included on intake form- Hoping to have a contract finalized by January 1st
 - CCRESA has been receptive to our requests so far
 - Discussing training options from CCRESA
 - Corrie to ask what the hours 800 number will be available
 - System seems promising for collecting applications, routing application and manipulating data
 - Concerns on confidentiality for current system, new online system will be secure along with HIPPA and FERPA compliant
- ≡ CNRA

- Community Needs and Resource Assessment
 - # of families in poverty, free and reduced lunch, etc
 - Used to allocate slots for the next year
 - Was supposed to go live December 1st but has not happened yet
 - ≡ Will let sites know when info is needed.
 - ≡ There is a page in the excel file that we will use to collect the data

≡ MDE Monitoring

- IISD has been chosen as a site that will be audited for the 12-13 school year.
- Info will be given in GEMS- Possible documentation that needs to be uploaded into GEMS
 - Some info may be the same as needed for TQRIS
 - Financial piece may need to spend more time on.
- Monitoring Checklist attached with these minutes.
 - Review the document and ensure that all data on the checklist is readily available.
 - Checklist notes if ISD is responsible for documentation
- We are not sure what audit may look like- will sampling of programs so not all programs will be chosen, but still unsure which ones
- Financial- Collect receipts, budgets, track where purchases are
- Parent handbooks, communications sent home with GSRP logo. Anything that is paid for with GSRP funds should have GSRP logo, newest logo on MDEs website.
- Someone from MDE will visit the site being audited, may be a scheduled visit, but unsure.

≡ Sliding Fee Funds

- Will need to collect info on number of children enrolled paying tuition and how much tuition was collected and how money was spent.

- Dianne Eisinger will contact sites via email with more information.
- Sliding Fee for families with 250% and above with 2 or more risk factors.

3. Early Childhood Specialist Updates

- ≡ ECSs meet once a month at a PLC meeting to ensure consistency across the districts
 - ≡ First Local Advisory Council Meetings completed and info was positive
 1. Program and classroom data shared and well received
 - ≡ Very helpful to share information among different programs (ECSs) so everyone can learn from each other.
- ≡ 12/13/13 Professional Development at IISD Improving Adult and Child Interaction
 - ≡ Open to tuition preschool teachers
- ≡ IISD Sponsoring all ECSs to attend MIAEYC conference in January. MECCC conference.
- ≡ Monthly meeting select different PQA items to discuss and create a county wide agreement for consistent scoring of controversial items
- ≡ Kindergarten Info from Programs
 - ≡ Beth has been collecting info on school of choice info and Kindergarten enrollment info for the 13-14 school year
 1. Created a chart for the 14-15 school year, verify that info is correct and initial next to data if accurate.
 2. Kindergarten enrollment dates start in March, hopeful to share with programs in February

4. Program Updates

- ≡ Lila Andrews: (Pre K-5) Organized a community outreach program as part of the curriculum

- ≡ Many Hands- weekend backpack program- food is sent home with needy families for weekend use
- ≡ 60 parents and 57 children, National Honor Society, Cub Scouts volunteered signed up to help pack backpacks.
- ≡ Goal to pack 500 bags
 1. Completed within 30 minutes
- ≡ Was a very positive experience

≡ Lisa Foster

- ≡ Great Start to Quality
 1. Met with OYC re: Quality Improvement Optional Piece
 - 1.a. OYC not getting very many, would be an additional goal
 - 1.b. OYC wants GSRP sites to fill that piece out so that sites can give more support in that area. Would open the door for more help from OYC.
 2. If checked GSRP or HS taken to an alternative path and given a 4 star rating and could request a validation to receive a 5 star rating.
 1. IISD ECS are approved raters (select your ECS to do your PQA)
 - a. IISD ECSs can do a PQA because they are not employed by the site directly and have received Approved Rater Status
 - b. If you are at a 4 start and want to go to a 5 star you must score above a 4.5 to move to a 5 star rating
 - c. If you fall at a 3.5 or below you will be moved down to a 3 star.

≡ Laura Culberson

- ≡ TS GOLD how many programs are doing the 3 check point? 2 check points?
 1. HS does 3 for school year programs , 4 for full year program
 2. Most programs do 3 checkpoints

3. Suggestions for struggling with note taking or playing with children- having trouble combining
 - 3.a. Clip boards around room so staff can write notes quickly and go back into the paly
 - 3.b. Videotaping is helpful
 - 3.c. Use I pad app. Take photos, videos, loads directly into TS GOLD
 - 3.c.i. Made it much easier
 - 3.c.ii. Need to sign in and upload with Wi-Fi and then can walk away.
 - 3.c.iii. Give I pads to children to take photos or videos

≡ Emily Armstrong

≡ Local Advisory Council went well. Looking for more parental involvement and suggestions

1. Offer childcare for siblings, feed families? Time of day?
 - 1.a. Offer a copy of the child's report from TS Gold when parents attend the meeting
 - 1.b. Lansing called it a curriculum night
 - 1.b.i. Included food, door prize, childcare, transportation
 - 1.b.i.1. Include amounts in Parent Involvement portion of the budget
 - 1.b.ii. Gave overview and let parents take over
 - 1.b.iii. Some classrooms included children and families and rotated through classes throughout the meeting.

≡ Cheryl Field

≡ Long term sub for associate teacher-difficult to find a sub that qualifies

1. Does ISD have any available?
2. Check to see if district participates in PESG (sub system)
3. If position is vacant for more than 30 days must have the same credentials as Associate Teacher (or Lead Teacher)

3.a. Is there a 3rd person in one of the rooms that has the qualifications and could be moved into that vacant position for a period of time?

4. Supplies available from various donations

☞ Please take anything you might need

5. Next Meeting-January 10th, 2013