



Cedar/Jones Early Childhood Iowa

Executive Committee Meeting

Wednesday, January 13th, 2016, 8:00 a.m.

The Skillet, Mt. Vernon

Present: Kandi Behnke, Teri Jo Griebat, Deb Schultz, Jean Sullivan, and Sherri Hunt, ECI Director.

- I. Change in March Board Meeting** -- Sherri is recommending moving the March monthly meeting to a week later in the month for 2016 due to a personal conflict.
- II. Financial Discussion** – Financials will be reviewed more in-depth to discuss unallocated funds in the Program Expansion line item and approximately \$12,500 that LSI is not utilizing in their program contract.
- III. Quarterly Program Reports** – Quarterly Program Reports will be shared and reviewed.
- IV. Indicator Data Update** -- Sherri is continuing to work on clarifying data points with the Department of Education. She will provide a complete update to the Board when all questions have been answered.
- V. Board Professional Development Plan** – A draft Board Professional Development Plan will be shared with the Board. Sherri and Kandi Behnke will be discussing the Plan with the State TA office and asking for assistance on improving the plan. Sherri is also gathering information from other areas on their plans and possible ways to get feedback from community partners.
- VI. Review Public Awareness Plan** – The Public Awareness Plan will be reviewed for progress.
- VII. Jones County Nurse Consultant Presentation** – Jean Randolph, Child Care Nurse Consultant for Jones County will provide the Board with a presentation on her work in Jones County.
- VIII. Book Drive** – Plans are in the works for kicking off the Book Drive in February. Sherri is working to contact business to host drop boxes.
- IX. Cedar County Community Foundation – Grant Application** – Grant application deadline is February 15th, 2016. Although denied twice, Sherri will like to again apply for funds to support the Dolly Parton Imagination Library in Cedar County. A Theisen's grant provided for the start up of the program and funds are needed to continue to provide books to children.

- X. Project Oversight Committee Meeting** – A Project Oversight Committee will be planned for late January/early February to review 6-month targets of contracted programs. A report will then be shared with the Board at the February meeting.
- XI. Mid-Year Program Reviews** – Sherri and Board members are currently in the process of conducting Mid-Year Program Reviews with contractors. Results of these meetings will be shared with the Project Oversight Committee and concerns with the full Board. At least one Board member attends each of these meetings.
- XII. Community Connections Lunch and Learn/ACES Training** – Sherri is working with Jean Sullivan to offer a Community Connections Lunch and Learn in Jones County and Julie Orris to offer an ACES Training.
- XIII. Care for Kids Training/Lemonade for Life Training** – Sherri is also working with the Jones and Cedar County CPPCs to order Lemonade for Life Training in Cedar and Jones counties in March and April. She also assisted in offering a Care for Kids Sexual Abuse Prevention training in Jones County in January.
- XIV. PBIS Training** – Sherri has been working with Sandra Busta from GWAEA to recruit for a Positive Behavioral Intervention Supports training that will be held this spring on three different dates. Response from Department of Education preschools has been positive. Recruitment still in the process for Department of Human Service programs.
- XV. Director Professional Development Plan** – The Director Professional Development Plan was reviewed with the Executive Committee. Progress on target with recommendations for improvement welcome.

Next Executive Committee Meeting: Wednesday, February 10th, 2016, 8:00 a.m.,
The Skillet in Mt. Vernon

Board Meeting: Thursday, January 21st, 2016, 8:30 a.m., Olin Consolidated School, Olin