



## COMMUNITY EMPOWERMENT

### *PAK Empowerment Board Meeting Minutes September 22nd, 2008 At ILCC in Emmetsburg*

#### Mission:

- \* Provide developmentally appropriate learning experiences for all children age's birth to five.
- \* Provide training support to parents and other caregiver of the birth to five populations.
- \* Prepare children age birth to five with the skills needed to learn to be ready to take advantage of educational opportunities and learn to the best of their ability.

<u>Voting Members Present</u>	<u>Voting Members Absent</u>	<u>Others Present (non-voting)</u>
Dini Anderson	Barb Grandstaff	Sara Curtis
Roberta Anderson	Ted Erb	Kristin Faber
Donna Bonnstetter		Paige Hollinger
Nancy Clark		Linda Littlefield
Arlet Johnson		Lynn Beisch
Dixie Meyer		Alicia Zwiefel
Ellen Picray		
Jack Plathe		
Erv Rowlands		
Marc Singer		
Linda Tienter		
Billie Wille		
Keith Wirtz		

\*recorded absence

The meeting was called to order at 1:15 p.m. at ILCC in Emmetsburg.

#### **I. Administrative Items**

- A. Approve Minutes from August 25th Meeting** – Jack Plathe made a motion to approve the minutes. Donna Bonnstetter seconded the motion and the motion passed.
- B. Distribute budget and monthly expenditure sheets** – Paige shared the monthly budget and expenditure sheets. She shared that they will probably be changing in form soon, as the state team is planning to create a standardized budget format.

Ellen Picray made a motion to approve the monthly budget and expenditure sheets. Keith Wirtz seconded the motion and the motion passed.

- C. Conflict of Interest Form** – The board passed around a conflict of interest form for board members to sign that did not have a chance to sign at last months meeting.
- D. Resignation Letter** – Arlet Johnson read a letter resignation letter from Mike Orthel. Mike is resigning from the board as he is taking a new pastorate in Burlington, IA. Billie Wille made a motion to approve the resignation of Mike Orthel from the PAK board. Jack Plathe seconded the motion and the motion passed. The board is thankful to Mike for all of his time and commitment he has put in working with Empowerment. Thank you!
- E. Tuition Assistance and Transportation Update** - Paige reported that we have 169 children with tuition assistance. We are working with 15 area preschools. The second deadline for applications was Sept. 15<sup>th</sup>. At that time after allocating for all who qualified, we only had \$188 remaining. Since the cut off, about 5 more applications have come in. None are under the 200% poverty level. Paige thought we might be able to pick them up as we have a couple more that may be dropping. Paige will keep the board informed.
- F. Early Learning Standards Class** – Kristin reported that she will be starting the Early Learning Standards Class for 0-3. She asked the board about hiring an assistant teacher. The person Kristin had in mind is trained in PTIC. Ellen Picray made a motion to offer \$500 for this person to assist Kristin in the class. Dixie Meyer seconded the motion and the motion passed
- G. Committee Meetings** – Paige asked the board about setting up a committee to oversee the redesignation process. She requested some experienced board members to be on the committee. The following board members were nominated: Erv Rowlands, Marc Singer, Nancy Clark, and Ellen Picray. Dixie Meyer made a motion to accept these nominations to the redesignation committee. Donna Bonnstetter seconded the motion and the motion passed.
- H. Board Membership** – Paige reported that we have 2 vacancies for the PAK board. With the vacancies, only 2 members of the membership committee remain, both from Palo Alto. This may present some difficulty looking for Kossuth board members. The board recommended some names to inquire about. Paige will call to see if they are interested and bring the names before the membership committee to present before the PAK board. The following were nominated: Mike Landstrumm (superintendent for NK) and Keith Buckridge (principal in Titonka) for the school position. Pastors Dunbar and Pastor Homer for the faith position.
- I. Contact with Legislators** – The board discussed the need to communicate with our legislators to let them know the things we are doing. An area that came out of the focus group was the assessment of “School Ready” in regards to our dibels score. The board would like to communicate with the legislature that this assessment may not be the best assessment in rural areas as only one of our schools is accounted for in this assessment. Paige will contact our legislators and invite them to meet with us and invite them to our Oct. board meeting.
- J. Letter from Upper Des Moines – Childcare Nurse Consultant** – Paige passed around a letter from Upper Des Moines regarding our new nurse consultant in Palo Alto. The letter asked for funding. Paige talked with the state team on what we were legislatively required to do and talked with the maternal child health director. They agreed to still provide services without funding from Empowerment. Paige share that she explained that our budget was already allocated, our area would love

to collaborate with them and that we have money budgeted for injury prevention mini-grant. She shared that she would discuss this with the board. The board discussed this and did not take action to re-do the budget and provide them with funding for this year.

- K. Injury Prevention Mini-grants** – Kristin shared on visits from childcare nurse consultants and the need for these mini-grants to providers. The board discussed this need and Kristin shared how we are unsure of the number of providers that will take advantage of this opportunity. Dixie Meyer made a motion to give Kristin authority to approve \$750/site for equipment replacement, and up to \$1000 if needs are great. Amounts greater than \$1000 are to be brought before the board. Marc Singer seconded the motion and the motion passed.
- L. National Governors Association – focus group** – Paige shared that Arlet Johnson, Marc Singer, Sara Curtis, Dianne Casto, and Lynn Beisch volunteered to be part of the focus group. This focus group will meet Sept. 5<sup>th</sup> at Storm Lake (With the exception of Dianne Casto who was unable to attend) Marc, Arlet and Lynn shared on their perspective of this meeting. The group was given the school ready dibels stat to work with to come up with a plan. The group discussion centered around the reliability of this statistic in rural areas. The goals the group came up with were 1. to communicate to the state that instruments that measure school readiness need to be more diversified and better fit for rural areas. 2. Measurements of academic skills at higher levels match results of kindergarten assessment. 3. Invite legislators to Empowerment board meetings and to observe current services and programs. The board will invite legislators to Oct. board meeting.
- M. Coordinator report** – Paige shared that the state is putting together a standardized budget sheet and will be keeping track of the funding throughout the year. Empowerment is also doing some research on how to support family, friend and neighbor care in areas. The meeting also addressed the need for areas to really concentrate on making sure they are supporting evidenced based programs.

## **II. Program Reports –**

- A. Childcare Coordinator Report** – Kristin Faber reported that 46% of providers in our area come to Empowerment trainings. She shared that our QRS #'s are low and it appears that the # of registered providers is dropping. Kristin shared what some other areas are doing to increase this number.
- B. Palo Alto Growing Healthy Kids** – Roberta Anderson shared for this program. She shared that they have recently changed their name and have applied for credentialing. She shared their end of the year statistics. She shared about the Storks Closet program and the incentive it is for families. She also shared that they recently received a grant from the Casino to purchase car seats for the Storks Closet.

## **III. Open Discussion-**

For open discussion Sara Curtis passed around flyers for Bubbles and Books and the newsletter for families.

Jack Plathe made a motion to adjourn, Keith Wirtz seconded the motion and the motion passed.

## **IV. Next Meeting - The next board meeting is set for Oct 27th at 1:15 at the**

**First United Methodist Church in Algona**

*State Empowerment Web Site*     [www.empowerment.state.ia.us](http://www.empowerment.state.ia.us)

*PAK Empowerment Web Site*     [www.pakempowerment.com](http://www.pakempowerment.com)