



COMMUNITY EMPOWERMENT

PAK Empowerment Board Meeting Minutes November 24th, 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>
Roberta Anderson	Dini Anderson*	Sara Curtis
Donna Bonnstetter	Keith Buckridge*	Paige Hollinger
Nancy Clark	Ted Erb	Lynn Beisch
Jon Dunbar	Barb Grandstaff	Linda Littlefield
Arlet Johnson	Dixie Meyer*	Jack Kibbie
Ellen Picray	Billie Wille*	
Jack Plathe		
Erv Rowlands		
Marc Singer		
Linda Tienter		
Keith Wirtz		

*recorded absence

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

I. Administrative Items

- A. Introductions-** The board welcomed Pastor Jon Dunbar to the PAK board as the faith representative.
- B. Approve Minutes from Oct 27th Meeting** – Jack Plathe made a motion to approve the minutes. Ellen Picray seconded the motion and the motion passed.
- C. Distribute budget and monthly expenditure sheets** – Paige shared the monthly budget and expenditure sheets. She explained that she moved \$5000 from ECERs support to tuition assistance to cover the children on our waiting list. She explained that she didn't move the additional moneys discussed at the Sept. board

meeting as she was able to cover the waiting list with the additional \$5,000. A few children had been moved onto IEPs and moved into special education funding which allowed for her to use that funding to cover some of the children on the waiting list. Paige shared a financial report that she will be turning in to the state. Due to its large size, Erv Rowlands suggested that she distribute this to the board through e-mail. Erv Rowlands made a motion to approve the monthly budget and expenditure sheets. Keith Wirtz seconded the motion and the motion passed.

- D. Tuition Assistance Update** – Paige reported that with the additional funding we were able to cover the children on the waiting list. PAK scholarships now pay tuition for over 180 children.
- E. Report on Meeting with Legislators** – The board welcomed Senator Jack Kibbie to the board meeting. Members of the board met with Representative Marcella Frevert from 12:00 – 12:30. The board shared with Senator Kibbie that they had discussed our Dibels outcomes with Representative Frevert as well. Erv Rowlands explained the nature of the testing and the ease of reporting this particular data source. He shared that it doesn't give an accurate assessment of rural areas as only schools with more than 30 kindergarten students are reported. Marc Singer shared that the Dibels is a good measure of pre-literacy skills, but fails to measure other readiness issues such as social issues which many kindergarten teachers feel are more important. Jack Plathe shared with Senator Kibbie that the board wanted to inform him what this score reported and share that it is not a true measure of the impact Empowerment is making on School Readiness. The board also shared that our area does not have any schools participating in Statewide Voluntary Preschool Program. The board wanted the legislators to know that our preschool support dollars cover preschool tuition and to consider that we have no additional funding when discussing possible budget cuts in this area. Senator Kibbie suggested that the board present something in writing for Representative Frevert for when she is in committee discussing these issues. Senator Kibbie also shared that he has heard discussion about increasing the size of Empowerment areas. The board shared how they felt our smaller size helps us to have better insight into local issues. Marc Singer shared the cost effectiveness of remaining small and Jack Plathe shared how much more efficient we are at our size in handling issues that come up and he gave an example of moving funding to provide scholarships for two preschoolers who were not attending preschool. Ellen Picray shared her insight how in larger areas concerns are addressed in the more populated areas and rural areas get left out. Senator Kibbie suggested that we keep frequent communication with him and our other legislators about this issue. He suggested that we keep communicating with our legislators and the public in general and visit him about these issues. He gave us the name of his staff person to keep in touch with bridgett.godes@legis.state.ia.us He suggested that we talk with the Empowerment Fiscal Accountability Workgroup about our concerns of across the board cuts in preschool support funding.
- F. Outcome Committee Report** – Paige presented minutes from the committee meeting. The Committee will be reviewing the Community Plan and was looking into Community needs assessments.
- G. Community Needs Assessments** - Paige presented drafts of 3 surveys to be presented to businesses, childcare providers and kindergarten teachers. Erv Rowlands suggested changing % to # in the survey so we can have an accurate tally of our whole Empowerment area. Roberta Anderson questioned if the survey should be more specific. Ellen Picray shared that the committee will also be

looking into statewide data and reports for the needs assessment.

- H. Updated Committee List** – Paige shared an updated committee list. The board will review committees at the annual board retreat.
- I. Board Retreat** – The board retreat will be Feb. 23rd at 12:00 before the board meeting.
- J. Family Support Programs Credentialing Update** – Paige reported on the progress of our Family Support Programs. She shared that she is working with Kossuth Growing Healthy Kids on developing policies and putting into writing all the quality things they are already doing. Palo Alto Growing Healthy Kids will be meeting with their technical assistance person on Dec. 15th. The KIDS program will be reviewed on Dec. 15th and 16th and will hopefully be credentialed at that time.
- K. CDA/Early Childhood Para Support Funding** – Paige asked the board for direction in releasing this funding for CDA and para support. This funding will help schools train paras to fit requirements of statewide voluntary preschool program – QPPS standards. Ellen Picray made a motion to approve up to \$600 for tuition, materials and substitute pay if necessary. This money will be paid to schools to cover the cost. Linda Tienter seconded the motion and the motion passed. Erv Rowlands abstained from voting.
- L. Childcare Coordinator Request for Leave** – Marc Singer reported that Kristin’s 2yr old daughter broke her leg and was in the hospital for two weeks and will continue to be in a body cast for 6 more weeks. Due to family issues, Kristin is requesting 15hrs/week of unpaid leave for 7 weeks. Paige presented a copy of the personnel committee minutes. The committee tried to form a plan to meet responsibilities to childcare providers during this time. The plan was for Sara to cover Loving Hands and Palo Alto Nurseries and for Kristin to plan some visits during her 15hrs she is working. Erv Rowlands suggested and the committee had already discussed this, that the committee meets in 3 weeks to review plan. Marc Singer made a motion to approve Kristin’s leave request of 15hrs/week for 7 weeks. Ellen Picray seconded the motion and the motion passed.
- M. Financial Committee Meeting** – Paige requested that the financial committee meet to review all budgets and expenditure sheets and to assess finances at the half year point. The committee will set up a time to meet after the board meeting. (Jan. 26th at 12:30 at the AEA in Algona)

II. Program Reports –

- A. Growing Together Report** – Sara Curtis passed out a report. This fall we had 9 sites participating in Growing Together. We had 34 sessions involving 54 families and 70 children. We had 10 certified teachers working with the program. Sara reported that some of the topics focused on the Iowa Early Learning Standards, but that teachers were also able to meet individual family needs by presenting materials as requested on many different parenting issues. Some sites are holding sessions once a month, but most held a fall 4 week session and will hold another session in the spring.
- B. KIDS Report** – Lynn Beish reported that the KIDS program will be having their onsite credentialing visit in Dec. They have 92 parents and 103 children in the program. Family Support workers have made 299 visits this year. Lynn reported on staff education and reported that they have a hired a new family support worker for Kossuth – Melinda McGregor. They have been doing some group parent ed. classes in

collaboration with Palo Alto nursery and these have been very well attended. They will also be working with the CARE team in providing a support group for grandparents raising grandchildren. Lynn shared that especially during this hard economic time they are working with families on the issues that are most important in their lives as well as focusing on parenting and child development issues. She thanked the board for all of their support.

C. Open Discussion-

- Marc Singer shared that the personnel committee will be reviewing growth plans in Jan for a mid yr. check
- Marc Singer will be collecting \$ for a gift certificate for Kristin
- Paige shared that we will be having our annual report review. She invited all board members to attend and requested for some to commit to coming. Ellen Picray, Arlet Johnson, Nancy Clark and possibly Marc Singer agreed to come. (Dec. 8th at 9:00)

Jack Plathe made a motion to adjourn, Donna Bonstetter seconded the motion and the motion passed.

III. **Next Meeting - The next board meeting is set for at 1:15 at**
State Empowerment Web Site www.empowerment.state.ia.us

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