

CLINTON/JACKSON EARLY CHILDHOOD IOWA BOARD MEETING MINUTES

Monday, October 26, 2015 – 4:00pm, large board room

Clinton County Satellite Offices, 226 11th Street, DeWitt, IA 52742

Board Members Present:

Jack Willey, Chair (by phone)

Dan Srp, Vice Chair

Brenda Kunau

Dr. Jessica Ihns

Linda Hledik

Torschia Thomas

Gabe Gluba

Rhonda Curts

Board Members Excused:

David Hinds

Karen Breitbach

ECI Staff Present:

Jenny Kreiter, Director

Vice Chair Dan Srp called the meeting to order at 4:03pm. A quorum was present (8/10) at that time. Introductions were made and a sign in sheet was circulated for signature.

Review of Agenda: Vice Chair Dan Srp introduced the agenda and asked for comments or any conflict of interests; none were offered

Board Membership: Mr. Srp welcomed Rhonda Curts, our new Board Member who is attending her first meeting today. Jenny and Rhonda met on 10-22-15 to complete the new member orientation process. Jenny reported that she has been notified that a community member is interested in being a board member and has indicated that he will be submitting an application for review in the future.

Approval of Minutes: Mr. Srp asked for comments on Board Meeting minutes dated 9-28-15, Executive Committee minutes dated 9-28-15 and 10-5-15 and Executive Committee Summary notes dated 10-16-15. Jenny reported that the Executive Committee reviewed a document from the State which outlined suggested and/or potential changes to legislative language to ECI. Mr. Willey reported that the Executive Committee suggested that we respond to the State TA Team that this document has been reviewed but at this time we feel that there is not enough information to fully endorse the document. Mr. Srp asked that the document be circulated to all Board Members for review. If no other comments are provided to Jenny she is instructed to submit the suggested response. Dr. Ihns moved. Mrs. Kunau seconded to approve Board meeting minutes dated 9-28-15, Executive Committee Meeting minutes dated 9-28-15 and Executive Committee Summary notes dated 10-16-15 as presented. Motion was carried unanimously.

Financial Report/Contract Report:

- a. Mr. Srp presented the Conflict of Interest Statement for the Board Members to review and sign today. Mr. Srp presented the FY16 Expenditure by program and category financial report. Board Members reviewed this report. Mr. Srp presented the Director's activity report. Ms. Thomas moved to approve the financial report and Director's activity report as presented. Mr. Gluba seconded. Motion was carried unanimously.
- b. Jenny reported that the Preschool Scholarship documents were released to the participating Preschools and we have three children on a waiting list and no children were asked to leave a program because they could not meet the monthly cost of the program. Midland School District preschool request for preschool scholarships will be funded through Cedar/Jones ECI.

Jenny presented tool G for the Board Members to review. It is clear School Ready administrative funds can be used to support programs. Dr. Ihns instructed Jenny to contact the State TA Team to confirm that State Early Childhood administrative funds can be used for programs as it was not clear in Tool G. The Board instructed Jenny contact the preschool's who have requested funds for safety seats and / or harnesses to discuss the wide range of cost for those items. Mr. Srp suggested and the Board Members agreed that the Board needs to analyze the safety seats/harnesses request to consider partially funding the request.

Jenny provided an email exchange between Amanda Lassance, Assistant Jackson County Attorney, who reviewed the Clinton/Jackson Early Childhood Iowa by laws and she found them to be acceptable with no comments.

Shanell Wagler informed Jenny that they did accept the REDCap report from Parent Education for the purpose of our Annual Report.

Jenny has not received feedback from the State TA Team regarding our submission of the corrective action plan for our fiscal agent at this time.

Levels of Excellence Update: Jenny presented the Public Awareness Matrix for the LOE. The Board Members discussed this document and suggested changes and additions. Jenny will be sending out the Community Plan for review prior to our next meeting.

New Business: Jenny reported that the Executive Committee approved her attending an EXCEL Program Training class. Jenny did complete this class and felt the information has enhanced her ability in the areas of financials and graphing data.

Adjourn: Mr. Srp declared the meeting adjourned at 4:50pm. Our next ECI Board Meeting will be 11-23-15.

Respectfully submitted, Jenny Kreiter, Clinton/Jackson ECI Director

Attachments can be viewed by contacting Jenny Kreiter at the Clinton County Satellite Offices.

Any person needing special assistance or with special accessibility needs should contact Jenny Kreiter at (563)659-3651 or kreiter@clintoncounty-ia.gov