

CLINTON/JACKSON EARLY CHILDHOOD IOWA BOARD MEETING MINUTES

Monday, February 23, 2015 – 4:00pm, large board room

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

Board Members Present:

Jack Willey, Chair

Dan Srp, Vice Chair

Brenda Kunau

Dr. Jessica Ihns

Linda Hledik

Dave Hinds

Traci Gael

Gabe Gluba

Torschia Thomas

Board Members Excused:

Karen Brietbach

ECI Staff Present:

Jenny Kreiter, Director

Guests Present:

Sheila Busch

Kathy Richmond

Chair Jack Willey called the meeting to order at 4:05pm. A quorum was present (9/10). Introductions were made and a sign in sheet was circulated for Board Members and guests to sign.

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

Board Membership: Mr. Willey introduced Traci Gael, Gabe Gluba and Torschia Thomas for membership on the the Clinton/Jackson Early Childhood Iowa Board. All members applications had been reviewed previously by the Executive Committee and Jenny had meet with each potential member and provided new member orientation. Mrs. Kunau agreed to serve a second term on the Board. Dr. Ihns moved. Mrs. Kunau seconded to approve Ms. Gael, Mr. Gluba and Ms. Thomas as members of the Clinton/Jackson Early Childhood Iowa Board. Motion was carried unanimously.

Approval of Minutes: Mr. Willey asked for comments on Board Meeting minutes dated 1-26-15 and Executive Committee minutes dated 2-9-15. Mr. Srp moved. Dr. Jessica Ihns seconded to approve Board meeting minutes dated 1-26-15 and Executive Committee Meeting minutes dated 2-9-15 as written. Motion was carried unanimously.

Financial Report/Contract Report:

- a. Mr. Willey presented the 1-31-15 financial report. Jenny explained this view of the financial report provided an overall disbursement and revenue view of School Ready and Early Childhood Funds. Dr. Ihn's commented that although this view is valuable she would prefer a financial report that provided monthly expenditures by program. Jenny will present that financial report at our meeting in March. Jenny also provided an up to date preschool scholarship program expenditure report. Mr. Willey presented the Director's activity report. Mr. Hinds moved to approve the financial report and Director's activity report as presented. Mrs. Kunau seconded. Motion was carried unanimously.
- b. Mr. Willey presented the FY15 2nd Quarter Program Report to the Board Members. The Board Members specifically reviewed preschool scholarship, Head Start and Early Head Start quarterly data reports. Jenny reported that she had been working with Jennifer Jansen from the AEA on the preschool GOLD assessments and other assessment tools used to evaluate children's social and emotional growth while attending preschool. Jennifer Jansen will be presenting to the Board in March about Quality Preschool Program Standards. The Board Members

read a document called “ Using the Widely Held Expectations” for the purpose of familiarity and education of the GOLD assessment tool. Jenny will be setting up site visit/audits with our contract holders. Mr. Willey instructed her to send out the schedule to our Board Members in case they would like to attend a visit with her.

Community Plan Update; Indicator Trends: Mr. Srp provided the Board the Community Plan Update FY15: Indicator Trends. Jenny has discussed with Shanell Wagler next steps in providing data into our trend matrix. The Board Members discussed this and provided Jenny with instructions on further developing this tool.

New Business: Jenny provided a Home Based Early Head Start brochure to each Board Member. Jenny updated the Board Members about an email ECI Director’s receive weekly from Jeffrey Anderson, ECI State Technical Assistance Team Member, called Monday Musings. Mr. Srp led a discussion regarding moving to a paperless system in order to reduce Xerox and paper costs. Jenny will make a concerted effort to move in that direction with the Board’s guidance. Jenny will be releasing her performance evaluation to the Board Members this month.

Adjourn: By consensus, the meeting adjourned at 5:10p.m. Our next ECI Board Meeting will be 3-23-15.

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