

Clinton/Jackson Early Childhood Iowa Area Board FY2016 Work Plan and Calendar

September 2015

9-28-15 Board Meeting
-FY16 Legislative agenda and talking points
-Community Plan/LOE updates

State Meetings

- September 11, 2015 - State ECI Board Meeting
- September 16, 2015 - State ECI Director Meeting

November 2015

11-23-15 Board Meeting
-Review 1st Quarter program progress reports
-Community Plan/LOE updates

State Meetings

- November 6, 2015 State ECI Board meeting

January 2016

1-25-16 Board Meeting
• Start conducting annual board self evaluation
• January 15, 2016 - 2nd quarter program reports due
(*review board performance, professional development plan*)
• Annual contract onsite audit reviews conducted

State Meetings

- January 8, 2016 - State ECI Board meeting

March 2016

3-28-16 Board Meeting
-Annual Meeting – review items identified in policy manual
Sign conflict of interest statements (monthly activity as required)
• Annual contract onsite audit reviews conducted

State Meetings

- March 4, 2016 - State ECI Board meeting

May 2016

5-23-16 Board Meeting
Review 3rd quarter program progress reports
FY17 funding
• Annual contract onsite audit reviews conducted

October 2015

10-26-15 Board Meeting
-Review public awareness plan & evaluation
Other Items
-Community Plan/LOE updates
• October 15, 2015 - provider 1st quarter reports due

December 2015

No Board Meeting
December 15, LOE documents due

February 2016

2-22-16 Board Meeting
-Review 2nd quarter program progress reports
Other Items
• Start conducting Director performance review
• Annual contract onsite audit reviews conducted

State Meetings

- February 23, 2016 - ECI Day on the Hill

April 2016

4-25-16 Board Meeting
April 15, 2015 - 3rd quarter provider reports due
FY17 funding/release RFP – Renewal Applications
• Annual contract onsite audit reviews conducted

State Meetings

- April 13, 2016 - State ECI Director meeting

June 2016

6-27-16 Board Meeting
Submit annual budget by July 15

State Meetings

- June 3, 2016 – State ECI Board meeting