

Jackson Quality Preschool GSRP Meeting
Agenda –June 17, 2016
1:00-3:00 p.m.

INTRODUCTIONS: Kelly Sheppard opened the meeting at 1:00 p.m. Self introductions made.

Sheley used the new Timeline as a connector activity. Please add any suggestions to the forms on your table.

Present:

ABC Academy: Kathy Hoszkiw, Tammy Cushard, Mariann Gladstone

CAA: Elizabeth McClain, Kristin Klug

Columbia: Mary Ann Edwards

daVinci: absent

Early Impressions: -Angela Mentink

Grass Lake: absent

Little Rainbows: Kim Kloack

Michigan Center:

Napoleon-Lil Kiddos:

Napoleon-Pirates Cove Preschool:

Northwest: absent

Phoenix: Lisa and Karl Hunt

Springport: absent

St. Mary:Linda Fitzgerald

Vandercook Lake - absent

Western: Jessica Crupi, Amber Casselberry

JCISD: Kelly Sheppard, Lauren Bailey, Sheley Bess, Jean Allison, Kelly Friedland, Brenda Webster, Mary Belknap

REVIEW OF MINUTES FROM May 2016 MEETING

Motion to approve: Kathy Hoszkiw, seconded by Sheley Bess

Approved as written.

BUDGET - Lauren Bailey

- FY 16 invoice deadline - email was sent to all fiscal contacts, all expenses thru June 30 must be submitted by August 1.
- Carryover FER - majority are back, thank you. Working with one school on wrap up.
- **MARK YOUR CALENDAR FOR AUGUST MEETING - 8-19-2016**, please share this date with your business offices, and plan to attend. It will be required to have your fiscal rep here. If absolutely unable to attend, set up a private appointment with Lauren.
- Inventory - need end of year lists. This addresses your large ticket items. 2017 grant will allow Furniture items to be 100% GSRP funded, and it remains the property of GSRP for all time. You can choose to purchase items with your own funds, but no longer splitting funds. Depreciation periods discussed, we do not have a definitive rule on this, best judgement discussed. Remove items from inventory lists (with explanations) when it is time for item to be replaced. Tracking is mandatory. Consider taking a photo of the items that need to be replaced, this will serve as proof for an audit.

ECS UPDATE-See ECS Report - See handout. Jean Allison

- **End of the Year Data** - all data for all children in all domains is required twice a year. Handout reviewed. Jean will schedule appointments with any administrators that require additional assistance. Our data this year has been great, significant improvements have been accomplished. Curriculums discussed. Lauren reminds everyone that Curriculums are 100% funded by GSRP. **Please remember to enter your program name(specific class**

name if multiple sites) on the data forms. Data use is very important, we will be looking at the deficient areas in the next year. Please use this data within your agencies, ISD will be using it to plan PD.

- **PQA A & B** - Sheley Bess - "A" is Classroom, "B" is Administration. High scores this year reviewed, most all received an overall score of "5", which is excellent! Several in the high 4+ rating as well. Several scores are up this year. Congratulations!

Support from ISD Superintendent and Susan Townsend is greatly impacting the ability to see this improvement.

- GSRP Goals-Future Survey - Admin. And Classroom staff -(handout) Please complete these surveys and return before you leave today.
- **ECC 10 Point End of Year SnapShot** - handout. Overview, reviewed.
- **2016-17 PD Plan-Data Based** - Sheley reviewed the previous PD, changes being made based on what has taken place in the past. Please provide input to your ECS on what you would like to see planned. The plan should be available to you next week. We will work with programs to collaborate with what PD you are providing, to streamline what we are providing. Work with each other if possible. Consider scheduling common PD dates that all know in advance and can plan your calendars.

Let Sheley know if you would be interested in helping to develop this plan.

- **Educators Summit - August 15th** - Kelly S. will give more details - "Save the Date" official registration link should go out next week. Plans, goals, discussed. Expanding topics, this summer will focus on Trauma, Truancy. Will be held at JHS, 8:00 - 3:00, \$10.00 per person, light breakfast, lunch, program included. Keynote speaker is Mary Beth , very powerful personal story. Phil Hamburg, Sabrina Corbin, and Amy Gamel will also be speaking. When link is available, sign up quickly, as space will be limited.

MDE ECC Conference Call Updates - All counties should plan on receiving the same number of GSRP slots that they **filled** for the 2015-2016 year for the 2016-2017 year. No preliminary numbers have come thru yet.

MAISA ECAN Network Meeting -

- Kelly attended the 2 day work session held June 15th and June 16th. Work currently revolves around Professional Development for all areas of GSRP (ECCs, ECSs, teachers, etc...) as well as Birth to 3rd grade alignment (tool kits, PQA, etc..).
- Out of ISD service area children may be served by the RESIDENT ISD without using slots from an outside ISD. Will keep updating as this develops.

Albion has annexed with Marshall, slots will not be lost.

ELIGIBILITY TRAINING - Kristin (CAA)- handouts(if you are not present today for a training folder, extras will be left here at the ISD for you to obtain; contact kelly.friedland@jcisd.org) - changes in CAA buildings, Head Start and GSRP, background, approach, scripts included in the training folders. Program guide lists many varied areas that CAA provides. Many tools to assist in your discussions with families. Declarations of "No Income" forms are included.

DATA UPDATES & CENTRAL REGISTRY

- **Who to call** - 517-768-5130 is the hotline # (Jackson County Pre-School hotline, english and spanish options, message option is available)
- **End Date** - if any questions please contact Kelly Friedland.

- An interest form update by income levels has been provided to all GSRP sub-recipients.
PLEASE NOTE: You will want to look at your “income-eligible” numbers very closely. These are the families that will be released to your GSRP site in a timely manner.
Any “over-income” families will not be released until September 1st **AND** your program can only use **10% of your total GSRP slot allocation to serve over-income families.**

Sliding fee scale reviewed. (handout) Discussion and feedback. Do we approve the current sliding fee schedule? Do we need to adjust this? Having a policy document in place that parents sign has been useful for some.

- Angela Mentink motioned to changed the sliding fee scale to 5% for part day and 10% for full day, Mary Belknap seconded, and the motion was approved.

SLOT DISTRIBUTION

Kelly Friedland: First class lists are coming in two weeks. Interest forms are being uploaded now. (Child Plus) If you see a child listed and has a “C” -income has been verified and you do not need to perform verification. Thank you Kelly and CAA for all of this data.

Head Start (CAA) has been reviewing and doing income verification with all families with an income range of 0 - 150%.

- **0-150% names will be released to GSRP sub-recipients July 1 in Child Plus.**

SCHOOL READINESS COMMITTEE STATUS & NEWS -

County-wide definition of school readiness:

“School readiness refers to a child being able to cognitively and emotionally function in a school environment in the areas of early language and literacy, mathematics, physical and social skills, as measured by research-based assessments.”

INDIVIDUAL REPORTS

NEXT MEETING: August 19, 2016 - VERY IMPORTANT - This will be the budget planning meeting for all GSRP sub-recipients. Directors and business office staff are required to attend.