



## EARLY LEARNING POLICY COUNCIL

# ATTENDANCE

May 19, 2015

### PARENTS

Name	Center
Abril M	Federal Way SD
Amanda T	Puget Sound ESD
April M	Federal Way SD
Brittany B	Puget Sound ESD
Carolyn S	MCFHC
Courtney G	Cottescmore
Dana C	Renton SD
Debi C	Puget Sound ESD
Ellen O	Puget Sound ESD
Gabriela V	Puget Sound ESD
John C	Clover Park SD
Lauretta P	Federal Way SD
Nicole H	Federal Way SD
Rebecca S	Peninsula SD
Ruby M	Bellevue SD
Silvia N	Kent Youth & Family Services
Tasha C	Auburn SD

Name	Center
Allison C	Bellevue SD
Angela L	Tacoma SD
Brittany B	Midland's Kiddie Korral
Carmen G	Puget Sound ESD
Corneisha J	Puget Sound ESD
Dale A	Kent Youth & Family Services
Dayanne D	Puget Sound ESD
Dehlia W	Kent Youth & Family Services
Fatma A	Highline SD
Javier A	Auburn SD
Kim M	Puget Sound ESD
Maria C	Puget Sound ESD
Nukisha J	Puget Sound ESD
Rosa L	Auburn SD
Sabrina E	Puget Sound ESD
Susan B	Bates Technical College
Yessica O	PCCC

### PARENT GUESTS

Christal S, Clover Park  
Michelle E, Lake Washington

Stephanie S, Clover Park

### STAFF GUESTS

Adriana Flores, Interpreter  
Ann Grey, Federal Way  
Ashley Witzens, Midland's Kiddie Korral  
Brandi Phillips, Early Head Start  
Cindi Gosling, Early Head Start

Claudia Wong, Interpreter  
Katy Brown, Tacoma SD  
Tania Castillo, Interpreter  
Margarita Arias, Interpreter

### PUGET SOUND ESD STAFF

Cheryl Polasek, Nutrition Services Director  
Debret Harrison, Technical Assistance Coordinator  
Denyse Guthrie, Program Specialist  
Heather Wilson, Family Child Care  
Kay Lancaster, School Readiness Director  
Kristyl Riddle, Program Coordinator, Mgmt Systems  
Linda Johnson, Family Support Sr. Regional Coordinator

Lori Pittman, Policy & Advocacy Advisor  
Nicole Chu, Family Support Manager  
Rita Dierck, Early Head Start  
Tafra Jones, Policy Council Assistant  
Verda Lofton, Educational Equity/ERSEA Director



## EARLY LEARNING POLICY COUNCIL

# MINUTES

May 19, 2015

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### **Call to Order – Sabrina E. & Javier A. (Co-Chairs)**

The meeting was called to order at 10:00 AM by Sabrina Eubanks.

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### **Welcome and Agenda Overview– Sabrina Eubanks**

10:05 Lori announced that PSESD Early Learning Associate Superintendent Luba Bezborodnikova is going to leave the ESD to take a position as Assistant Director of Early Start at the Department of Early Learning. Her last day with the ESD is May 29.

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### **Minutes April 28, 2015**

10:08 Sabrina presented the minutes from last month. Need for correction: John's name needs to be added to attendance.

Review and vote to approve minutes motioned by Debi Chadwick (with the addition of John C's name) and seconded by Susan B. Motion carried.

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### **Treasurer's Report**

10:15 Treasurer's Report presented by Dana C

Reviewed reported ending 03-31-2015 for Policy Council ECEAP, HS/EHS/Expansion motioned by Allison and seconded by Dehlia. Motion carried.

Parent Announcement: Maria C passed around a card for parents to express support for Maria F's son Joshua who was just diagnosed with cancer. Parents were asked to leave their contact name/number to keep in touch with Maria and her family. Tomorrow Maria plans to deliver the card along with donation collected for the family.

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### **10:27 Follow-up on Race and Equity**

Lori Pittman announced that the voluntary additional training on race and equity. Javier gave parents a few minutes to fill out the anonymous forms to decide on time and day. Javier asked for a vote to see how many people are interested in additional training and received 25 positive responses. Lori said we will know the specific details in June

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### **10:43 Annual Report Review**

#### **Presenter: Lori Pittman for Gene Gousie**

Lori reviewed the annual report handout 2013-2014

Overview of what goes into the annual report.

Keep in mind the report is always one year behind due to the need to compile all the information as well as the fact that 2014-15 has not concluded.

Questions:

Are we paying for the provider to give health/dental screenings? No that is in-kind.

When do Head Start children start to see the dentist? We have children in utero so we also treat prenatal.

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When do we need parent volunteer's in-kind support to meet the non-federal share? In-kind is a federal requirement for Head Start and Early Head Start only, ECEAP is state funded and is not required to collect in-kind.

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### **10: 51 Subgroup Breakout Overview**

Review the subgroups and worksheets for information sharing.

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### **Management & Operations**

**Presenters: Linda Donley, Fiscal Manager; Talena Dixon, Program Director**

Topics:

March and April Fiscal Reports

ECEAP Expansion

PC action: March & April Fiscal Reports

Keep in mind Federal which includes the EHS, HS, and expansion operates on the Federal fiscal year that concludes 10-31-2015. Federal is roughly 50% through with grants all between the 42%-50% percentile for used funds. State ECEAP which operates on the school year ends in 1.5 months or 06-30-2015. State spending is at 61% however a lot of centers have most funds obligated but not billed. The State places will have a reminder notice mailed in May to update on fund usage. They have until August 15 to submit their final requests. Funds cannot be cross-applied. This means that if there is an overage in HS, it can be used only within the grant and not used for ECEAP. All programs are where they need to be at their point in the year.

Susan motioned to approve the March & April Fiscal Reports, Tasha Clark seconded the motion, motion approved.

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### **Health & Education**

**Presenters: Kay Lancaster, School Readiness Director; Cheryl Polasek, Nutrition Director**

Topics:

School Readiness Goals

Quarterly USDA Report

John C reported discussion on race, equity and school readiness. PSESD early learning school readiness goals include: Healthy Habits Initiative, Attendance, High Quality Curriculum Implementation & Instructions, and Recruiting, Selecting & Enrolling Targeted Populations & Opportunities Gap Impacted Children & Families. John emphasized the importance of incorporating all groups through active recruiting. Ideas to get the word out: flyers, homeless shelters, DSHS, laundry mats, PSESD mailings, and College bulletin boards. Allison Corleone reviewed the TS Gold data sheet showing the percentage of children meeting the developmental & learning expectations by TSG area. Allison discussed the areas: math, literacy, cognitive, language, physical fine motor, physical gross motor, and social/emotional development. Allison emphasized that parents taking active involvement make changes that work.

Amanda T motioned to approve the School Readiness Goals and Sylvia seconded the motion, motion carried.

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Tasha C motioned to approve the USDA report, Dehlia seconded the motion, motion approved.

Sabrina reviewed the 2015-16 ECEAP expansion grant application. The DEL ECEAP goals are to ready children for kindergarten incorporating academic, social, and health goals. ECEAP models are part-day, full-day, and extended full-day. DEL funding priorities are to meet areas of high need, full school day/extended models. The new slots created for part-day are 3 hours instead of 2.5 hours. The new grant includes new slots in Tacoma, Kent Youth, Bates, Encompass, Issaquah, Auburn, Renton, Enumclaw, Federal Way, Learning Land 1 & 2, and PCCC. Part day slots total 112 and full day 216. The staffing will be announced in the fall once the grant is approved and total needs are clear.

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### **Family & Community Partnerships**

**Presenters: Verda Lofton, ERSEA Director; Nicole Chu, ERSEA Manager; Lori Pittman, Policy and Advocacy Advisor**

Topics: Attendance & Enrollment Reports

HS Slot Conversion & Movement

PC Action needed: Attendance reports January and February and Enrollment reports.

Dehlia explained that attendance was down in January and February because of many different things that came up: sickness, vacation, lack of communication. Enrollment for March and April needs to be worked on to reach out to the community. Dehlia proposed that site need to share information to increase their goals and statistics.

Sylvia added that it is important to emphasize keeping the kids in school all of the time. It is preschool, not a daycare, so please keep kids in school every day. Allison added parents are responsible as well and they need to be held accountable. Question: Is the new hire through PSESD or through the school? Lori said that the PSESD would do the hiring with parent involvement. Comments it is important to communicate to make it boldly known the expectation and requirement of attendance. Lori commented that there is a new initiative coming out this next year called Attendance Matters that addresses both parent and student involvement.

Susan B motioned to approve the reports, Nukisha J seconded the motion, motion approved.

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### **Early Head Start and Child Care Grant**

**Presenter: Lori Pittman**

On the table to discuss Educare Early Learning and Hilltop Elementary. To meet the needs of growing demand and enrollment, Lori describe the plan to reallocate slots. The proposed plan is to first take 18 full day slots to convert to part day slots. The next step would be to move 18 part day slots to Hilltop Elementary. With this the classroom would be divided in to 2 classrooms to serve infants and toddlers.

Hilltop would have 2 part-day classes and then we would serve 16 new infants/toddlers through the EHS/CC partnership grant (8 each in the new classroom.) Currently Educare has 4 Early Head Start classrooms and 6 Head Start classrooms, the proposed plan is for 6 Early Head Start and 5 Head Start classrooms. Currently Hilltop has 1 Part Day Head Start class and the proposal is for 2 Part Day Head Start classes.

No slots are being lost, they are just moving. Lori added that we have never been full at Educare, just moving the empty slots around within the same community.

Abril M motioned to approve the conversion proposal, Susan B. seconded the motion, motion approved.

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## **Eligibility and the “Final Rule”**

**Presenter: Linda Johnson, Sr. Coordinator, Family Support**

The families we work with are categorical or income eligible. Either pregnant woman or income equal to or below the poverty line. The other focus is families on public assistance or foster care. With foster care or homeless, the income is not a figure as the family would be categorical and accepted in the program. The Final Rule: this is making sure that we are serving the families in need first. This was effective March 12, 2015. What does the rule mean? This serves as a roadmap to decide who is eligible. Programs must establish policies and procedures to guard against enrolling ineligible families. Training must be done within 90 days from March 12. There will be a binder for each family called the Eligibility Determination Record. This includes copies of documents used to verify eligibility, statements that staff have made the efforts to verify info, and statement of eligibility info. Enrollment focus is homeless, foster/kinship care, and public assistance.

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## **Special Cultural Presentation**

Maria C and Claudia Wong dressed in beautiful Guatemalan handmade outfits shared a bit of Guatemalan culture. The ladies shared a music video with a choreographed dance. In the back of the room was a display of Guatemalan embroidery.

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Respectfully submitted by Ruby M. (Secretary/Treasurers)

## **Upcoming Meetings:**

Executive Board  
June 2, 2015  
10:00 a.m. to 1:00 p.m.

Policy Council  
June 9, 2015  
9:30 a.m. to 2:00 p.m.

Sabrina Eubanks, Co-Chair, ECEAP: \_\_\_\_\_

Javier Armas, Co-Chair, Head Start: \_\_\_\_\_