

HS ADVISORY COMMITTEE MEETING

JULY 11, 2017

1:30pm

Present: Quincy Stone, Fatma Absinasir, Jill Johnson, Joanne Seng, Kay Lancaster

Absents: Shariffa Ali

A. Personnel Actions

Reviewed personnel actions taken. Committee asked about the coaching positions related to the new Early Learning Organizational model and new positions for Early Learning.

Reviewed each position / employee for these new EL positions and work background. Board member requested flow chart to get a better visual idea of the new design. Kay will email flow chart to board member.

This item was reviewed and approved as a whole by the HS Advisory Committee on July 11, 2017 and recommend full Board approval

B. Program Reports

Fiscal

- All programs: Noted continued under-expenditures/claims from Community Colleges
 - New director on board for Tacoma community college
 - Fiscal is following up with Community College about invoices; Community Colleges have new fiscal systems this year and invoicing has been behind.

Non-Federal Share

- 187 grant is little low but not uncommon, not unusual to get most of NFS toward end of grant.
- 412 HS still working collecting information from sites and centers

Procurement Card Report

- EHS CCP large dispense in December for materials for all sites and centers

Enrollment Vacancies

- ECEAP: Not looking as closely at enrollment at end of year; do not have to re-enroll within 30 days of program end in June

Attendance

- Attendance varies from month to month, possibly low due to children out sick. Attendance % also includes vacancies in the %.
- Low attendance at Bates due to illness in classrooms

- Vashon new program just going on second year.

These items were reviewed and approved as a whole by the HS Advisory committee on July 11, 2017 and recommend full Board approval.

C. Program Policies

- None for review

D. Program Governance

- Carry over request for EHS CCP Grant 0007 Training and Technical Assistant Funds
 - Review of \$300,000 carry-over funds request needing board approval
 - Reviewed request letter & Training Plan

This item was reviewed and approved as a whole by the HS Advisory Committee on July 11, 2017 and recommend full Board approval

E. Program Update

- No updates for review. Referred to The Connector as a tool, and earlylearningwa.org for ongoing information

F. Policy Council

- The June PC Race & Equity Training has been rescheduled to July 14, 2017.

G. Correspondence

- None for review