

**Corner Counties Early Childhood Area Community Board Meeting
Thursday, March 10, 2011**

Page County West Building

615 Northwest Road

Shenandoah, IA

Members Present: Kim Behrens/Chair; Margaret Johnson; Jill Travis; Paul Berning and Mel Hurst

Director Present: Pam Herzberg

Members Absent: Marlene Bashaw; Lois Jean Ellison; Erin Smith and Jayne Wilson

Public present: None

CALL TO ORDER

Chair, Kim Behrens called the meeting to order at 5:30 PM acknowledging that a quorum was present. Pam Herzberg/Director informed the Board members that due to postponing the meeting from the original scheduled date of March 8th to this evening Marlene, Lois Jean, and Jayne had indicated they would not be able to attend. However, Erin indicated that she would try to attend.

AGENDA APPROVAL

Kim asked for a motion to approve the agenda. Margaret Johnson moved that the agenda that was distributed in advance be approved as the agenda for this evening's meeting. Jill Travis seconded. Motion carried unanimously.

REVIEW/APPROVAL OF JANUARY 11, 2011 BOARD MEETING MINUTES

Minutes of the January 11, 2011 Board meeting were reviewed. Mel Hurst moved to approve the January 11, 2011 minutes. Margaret Johnson seconded. Motion carried unanimously.

FINANCE COMMITTEE

Kim Behrens of the Finance Committee presented a summary of bills that Pam had prepared for this evening's meeting. This report reflects those bills that were paid for the period of January 15, 2011 through March 7, 2011. Kim shared with those in attendance that although the Board had discussed and determined last spring that there would be no action taken when a child has less than a 75% preschool attendance rate, the Finance Committee felt that there were a few instances with children having 3-5 consecutive months with less than the 75% attendance that the Board should discuss this evening. After much discussion it was determined that Pam would send a letter to the parent(s)/guardian(s) of any child that had less than a 75% attendance rate for 3 consecutive months stating if the child had less than a 75% attendance rate for the month of March the tuition scholarship would cease and the parent would be responsible for the tuition. The Board requested that Pam begin with the first billing period for the 2010-2011 school year to identify the students that this would impact. Pam shared that she would also contact the Director/Principal of the correlating preschool as well.

Discussion also took place regarding the possibility of requesting providers to conduct time studies. Margaret Johnson shared that perhaps this could be done for fiscal year 2012, but there should be some form of a statement in regard to time studies placed within the contracts. Pam stated that "cost allocations-times studies" was on the agenda for the State Directors meeting that she would be attending on March 16, 2011 and she would possibly be able to provide some guidance to the Board on this subject after that date.

Jill left the meeting at 6:10 PM.

Jill returned to the meeting at 6:12 PM

EARLY CHILDHOOD FUND EXPENDITURES

Expenditure Amount	Paid to	Purpose
\$ 1,251.94	Easter's True Value	Office Equipment
\$ 79.00	Kornerstone Kids	Quality Improvement Project
\$ 1,025.00	Nordland Ins. Agency	Board Liability Insurance
\$ 128.00	Kornerstone Kids	Quality Improvement Project
\$ 4,454.54	West Central Com. Action	CCR&R – January
\$ 305.59	Taylor Co. Public Health	CCNC - January
\$ 7,244.07 – TOTAL		

EARLY CHILDHOOD FUND REVENUE

\$ 1.09	Interest PCFSA/January
\$ 1.09 - TOTAL	

SCHOOL READY FUND EXPENDITURES

Expenditure Amount	Paid to	Purpose
\$ 1,120.11	Clarinda Foundation	Director Salary/benefits
\$ 15.29	Clarinda Foundation	Director Salary/benefits
\$ 119.16	Clarinda Printing	3 cases of copy paper
\$ 308.68	Easter's True Value	Office equipment
\$ 1,277.34	Clarinda Foundation	Director Salary/benefits
\$ 541.00	Essex Child Care Center	January Tuition Grants
\$ 613.20	Sidney Com. Schools	Transp. Aug-December
\$ 79.58	Counsel Office	Copy fees 12/21/10 thru 1/20/11
\$ 97.44	Holiday Inn/Des Moines	Hotel for 2/9/11 - ECI Congress
\$ 92.82	Pam Herzberg	mileage reimbursement
\$ 1,277.33	Clarinda Foundation	Director Salary/benefits
\$ 263.03	Pam Herzberg	Mileage reimbursement & Postage
\$ 51.00	Inukshuk Technologies	Website maintenance & updates
\$ 90.06	Windstream	Local 2/1/11-2/28/11 LD 1/3-1/6/11
\$ 201.00	Grandma's House Daycare	Preschool Transportation Assistance
\$ 1,780.00	South Page Preschool	Jan. Tuition Grants & Sept-Dec Transp.
\$ 2,704.22	Fremont Co. Extension	Jan. GSF
\$ 353.46	West Central Com. Action	Jan. Fremont Co. Head Start Transp.
\$ 520.00	Turnbull Child Dev. Ctr.	Jan. Tuition Grants
\$ 1,140.58	Marnie Simons-Hamburg	Jan. Tuition Grants and Transp.
\$ 436.00	Sidney Com. Schools	Jan. Tuition Grants
\$ 1,305.00	Fremont-Mills Preschool	Jan. Tuition Grants
\$ 1,855.00	Clarinda Community PS	Jan. Tuition Grants
\$ 357.50	Farragut Schools	Jan. Tuition Grants
\$ 115.00	Clarinda School District	Jan. Tuition Grants
\$ 355.00	Turnbull Child Dev. Ctr.	Quality Improvement Project
\$ 3,363.10	Page Co. Extension	Jan. GSF services

\$ 8,414.42	Southwest IA Families	Jan. PF, SN, MHS, DS
\$ 2,136.95	Southwest IA Home Health	\$924.09 Dental - \$1212.86 - Lead
\$ 0.90	Southwest IA Families	Stork's Nest
\$ 129.26	Taylor Co. Public Health	Jan. Page Co. Oral Screens
\$ 1,135.41	Clarinda Foundation	Director Salary/benefits
\$ 54.71	Counsel Office	Copy fees 1/12/11 thru 2/20/11
\$ 60.00	IWCC	EXCEL training
\$ 1,895.00	Clarinda Community PS	February Tuition Grants
\$ 54.84	Lied Public Library	Mini-grant
\$ 319.60	Sidney Com. Schools	February Tuition Grants
\$ 463.13	Taylor Co. Public Health	Page Co. Oral Health Screens
\$ 2,046.46	Page Co. Extension	GSF-February
\$ 921.00	Southwest IA Home Health	Fremont Co. Child Screens
\$ 210.00	Grandma's House Daycare	Preschool Transportation Assistance
\$ 115.00	Clarinda Garfield PS	February Tuition Grants
\$ 541.00	Essex Child Care Center	February Tuition Grants
\$ 257.50	Farragut Schools	February Tuition & transportation
\$ 780.00	South Page Preschool	February Tuition Grants
\$ 405.00	Turnbull Child Dev. Ctr.	February Tuition Grants
\$ 340.56	West Central	Fremont Co. HS Transportation
\$ 38.67	Easter's True Value	Office supplies
\$ 8,893.57	SWIA Families, INC	DS, MH, PF & SN
\$ 49,644.88 - TOTAL		

SCHOOL READY FUND REVENUE

\$ 74,714.50	State of Iowa – 3 rd Quarter Payment
\$ 6.69	Interest PCFSA - January
\$ 74,721.19 TOTAL	

Mel Hurst moved that the financial report presented this evening be received and approved to be filed for audit. Paul Berning seconded the motion. Motion carried unanimously.

SFY'12 RFP REVISION

Pam had provided those in attendance with a revised version of the SFY'12 Request for Proposal document indicating that she had revised the "Timeline and Submission of Proposals" section as well as the "Estimated Corner Counties School Ready Funding for SFY'12" sections. Pam also shared with the Board that due to the fact that the preschool bill is still up in the air and that the legislative session is not scheduled to end until April 28, 2011 that she would recommend postponing the release of the RFP for SFY'12 until April 7, 2011. Pam and Kim shared that they had met with Representative Anderson, Representative Forristall and two Department of Education Representatives in Des Moines on March 9, 2011 in regard to concerns and questions surrounding the Governor's preschool plan for Iowa that Pam had. Both Pam and Kim reported that after this meeting their anxiety levels had been reduced, but it will be a wait and see situation. Mel Hurst moved to approve the revisions that Pam had made to the drafted form of the SFY'12 RF. Margaret Johnson seconded. Motion carried unanimously.

APRIL WORKING BOARD MEETING

Pam asked the Board if they would be willing to hold the working Board meeting for the evaluation of proposals on May 10, 2011 at 3:00 PM and schedule the regular Board meeting for May 24, 2011 at 5:30 PM with the remaining oral reports to be given that evening. Discussion followed. Mel Hurst moved to hold the working Board meeting on May 10, 2011 at 3:00 PM and the regular scheduled meeting of the Board to be held on May 24, 2011 at 5:30 PM. Jill Travis seconded. Motion carried unanimously.

With all action items being completed Jill Travis left the meeting at 6:30 PM.

2nd QUARTER REPORTS

Each of the “Results Accountability” teams provided an overview of the 2nd Quarter Reports that had been assigned to each team. Discussion took place and the Board members asked that Pam notify the providers that they would like them to include on the 3rd and 4th quarter reports a statement as to when they projected they would have the funds allocated to them expended and if they felt they would use 100% of the funds. Pam indicated she would notify the providers via e-mail of this additional requirement.

DIRECTORS REPORT

Pam had provided the Board members with a written report that indicated she had attended 30 meetings from January 18, 2011 through March 9, 2011. Pam had also provided the Board with written reports on the following items:

- Early Childhood Day on the Hill and Congress
- Legislative Updates and Impact on Local Early Childhood Areas – Concerns and Questions regarding Preschool Plan document
- Family Support Collaborative minutes from the February 28, 2011 meeting
- Preschool Exchange Group minutes from the March 1, 2011 meeting
- A listing of the articles that Pam had requested be submitted by contracted providers for the Family Resource Guide insert that would be distributed sometime in April.
- Board Member Terms Document
- CCECA and Southwest Iowa Home Health – Fremont County Diaper Drive Flyer

Pam did share with the Board that she did have the survey developed that would be sent out to the registered child care providers within Fremont and Page Counties within the next week. Pam had also indicated on the agenda that she had obtained the required DUNS number for the Board. Pam stated that she hoped to have more information on the latest draft version of the Levels of Excellence after the March 16, 2011 State Directors’ meeting.

EDUCATIONAL COMPONENT

Pam had assigned Board members Tool GG – Requirement – SF2088, Section 284 – Statutory Responsibilities of an Early Childhood Iowa Area Board. There were no comments or questions from the Board members on this evening’s educational component.

COMMENTS/QUESTIONS FROM NON-BOARD MEMBERS

There were no comments or questions at this time.

ADJOURNMENT

Mel Hurst moved to adjourn the meeting. Margaret Johnson seconded. Motion carried unanimously. The meeting was adjourned at 7:45 PM. A working Board meeting will be held on May 10, 2011 at 3:00 PM and

the next regular Board meeting is scheduled for May 24, 2011 at 5:30 PM with both meetings to be held at the Page County West Building located at 615 Northwest Road in Shenandoah.

Respectfully submitted,
Pam Herzberg
Corner Counties Early Childhood Director

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