

Poudre School District Early Childhood Education Program
Policy Council Minutes
1/19/12

The meeting was called to order at 5:45 pm by Hettie Hueber.

Welcome and Introductions-

Hettie Hueber

Attending: Rebecca Browning-Floyd (Office Manager), Maureen Acton (EC Accountant), Nancy Weber (PreK-12 Health Coordinator), Hettie Hueber (PC Chairperson), Kevin Hahn (Assistant Superintendent of Elementary Schools), Liz Davis (Integrated Services Coordinator for EC), Kirsten Brewer (PC Secretary), Wynette Howard (Director of Early Childhood), Chad Harris (parent), Lula Harris (parent), Josey Eckna (parent), Jamie Smith (parent), Cathy Kipp (School Board Member), Will Brewer (parent), Sharon Weaver (ERSEA Coordinator), and Corinne Van Dyke (Assistant Director of Early Childhood).

Approval of November Minutes

Chad Harris made a motion to approve the November meeting minutes as submitted, seconded by Lula Harris. Motion unanimously approved.

Agenda Change

Corinne asked for a motion to move the EHS RFP Process to the February agenda. Hettie Hueber made a motion to move the EHS RFP Process to the February agenda, seconded by Kirsten Brewer. Motion unanimously approved.

Financial Update

Maureen Acton

Maureen presented the December financial statement and the Year-End financial statement. The December report shows the amount budgeted, current month expense, current YTD, current available, anticipated expense, projected balance/carry forward, percent of fiscal year completed and percent of the annual budget used for each funding source. The program projected that there would be 195 Integrated Services students at the time of the official state count. However, there were only 159 students at the time of the count. This shortfall will cause a significant shortage in the integrated services budget for the rest of the year.

The fiscal year for Head Start/Early Head Start ended on October 31st. Maureen presented a breakdown of budgeted versus actual expenses for both Head Start and Early Head Start for the year. The program was unable to use all of the funds, so they will be returned to the Office of Head Start. Maureen is unsure if the grant for FY12 will be decreased by the amount we underspent.

Chad Harris made a motion to approve the December financial statement and the Year-End financial statement, which was seconded by Lula Harris. The motion was unanimously approved.

District Updates

Dr. Kevin Hahn

Dr. Hahn informed the group that Harris Bilingual has received the honor of being named a National Title I Distinguished School. In addition to the honor, they will receive a \$10,000.00 reward. The preschool program at Harris is going a phenomenal job and is well integrated into the school.

Putnam Elementary School has created a Turnaround Plan to impact student achievement. The Turnaround Plan includes the two preschool classrooms.

The District is moving forward with a pilot program to integrate PreK into the math curriculum and program at the elementary level. Schools were identified as potential candidates for the pilot and the District is encouraging PreK teachers to participate in this training which includes the use of Everyday Mathematics materials tied to state standards. In addition, Early Childhood will be included in the Early Childhood/Elementary math camp days during Summer Institute to help strengthen the PreK – 5 and program.

Dr. Hahn asked for feedback from the parents in attendance related to PreK in elementary schools. The comments included:

- The drop-off location and procedures at Riffenburgh is a concern.
- Parents aren't aware of the academic standards that drive instruction in preschool. Perhaps Policy Council could design take-away learning activities for parents to support learning at home. Parents aren't aware of what their children should know before they go to kindergarten.
- Maybe we could link songs to our Face book page, so parents can help reinforce what their kids are learning in school.
- Utilize Channel 10, to produce Early Childhood specific videos, highlighting learning goals and specific ways for parents to teach those goals.
- Could Parent Boards in classrooms be located closer to the door used for drop-off and pick-up? Many of the boards are located in an area where parents don't always look.

Dr. Hahn thanked everyone for their comments.

Staffing Updates

Corinne Van Dyke

Corinne shared the following information on staff updates:

- Carrie Giddings, a teacher in the program, is on maternity leave
- Cristina De La Torre, a para in the program, is on maternity leave
- Gail Anastasion, a teacher in the program, is on medical leave
- There are currently 2 family mentor vacancies

Barton Move Update

Rebecca Browning-Floyd

Rebecca shared that the Enrollment team currently working at Barton, will be moving to Fullana on February 17th. There are also other staff members at Fullana who will be moving to more permanent work spaces at Fullana. Rebecca offered to show any interested parties the new office space at Fullana. Dr. Hahn suggested working with District Communications to advertise the Barton move.

Open Forum

One parent asked why there is not a classroom at Lopez or Johnson. Staff explained that classrooms are placed based on identified need at each school, but those needs are evaluated every year.

Corinne told the group that in the spring, several conferences will be available that might be of interest to parents. The program pays for parents to attend. The Colorado Head Start Association is having a conference in Denver on March 2-3.

The group talked about how to get parents more involved in Policy Council. Hettie would like to attend back to school events at the schools in the fall and would like to send a letter to all families encouraging their attendance at Policy Council. Other ideas included:

- Having break-out sessions for parents to make something that they can take home to use with their kids
- Rotate the meeting locations to schools other than Fullana
- Ask each classroom to nominate a classroom representative, who would attend Policy Council
- Use Ernie the Engine in conjunction with school mascots, to try and increase awareness of the meetings
- Put stickers on the kids as they go home on Policy Council days, reminding parents of the meeting
- Incentivize people to attend, by rewarding attendance with things like puppet shows for the kids
- Invite the school principals and have them bring the nominated classroom representative to the first meeting of the year
- Make sure the information on meeting dates gets out to the community partners
- Research sending a text message to parents, asking them to attend
- Tape a half sheet to each child's backpack, reminding parents of Policy Council
- Send a personal letter to each teacher, encouraging them to nominate the classroom representative

Maureen let everyone know that Jennifer Weinert had to resign her position as Co-Chairperson. An election to replace her position will be held at the February meeting.

There being no further business, Kirsten Brewer made a motion to adjourn the meeting, seconded by Will Brewer. The meeting was adjourned at 6:58 pm.

The next regularly scheduled meeting is February 16th, 2012 from 5:45 to 7:15 at Fullana Learning Center.