

HS Advisory Committee

March 7, 2017

1:30pm to 2:30pm

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

Absent: Fatma Absinasir, Shariffa Ali, Lori Pittman

A. Personnel Actions

- No Personnel Actions were reviewed at February PC meeting

B. Program Reports

Fiscal

- **EHS – July-Oct 2016**
 - Because of the short time period (4 months) we are unclear on how Region X determined the amount that was dispersed during this time period
 - We have been in conversation with Region X about the this
 - EHS center base (Educare and WCCW) also has child care subsidy revenue that is not reflected in the report
- **EHS-412 (2016-17)**
 - No questions
- **EHS-CCP (2016-17)**
 - Question regarding follow-up: Bates, TCC, Young Minds (new contractor)
- **ECEAP (2016-17)**
 - Question regarding follow-up: Bates, Franklin Pierce, TCC
- **HS (July-Oct 2016)**
 - Had enough dollars to cover for the 4 months since these are mostly PD classrooms
- **HS 412 (2016-17)**
 - Quite a few that have not filed claims, mainly SDs and CC
 - Not all of the grant dollars have been released to us
- **187 (2015-16)**
 - Did not expend all dollars
 - request for carry-over to use on a playground is in progress
 - Have not heard back for final from Region X
- **187 (2016-17)**
 - Tukwila and Highline have not put in claims – questions regarding follow-up

Going forward all fiscal reports will be posted online as one report and not separated out by grant. We are working with fiscal to include budget narrative that will support oversight and review of these reports.

In-Kind

- Is there a way for Board member attendance at these meeting and Policy Council to be used as in-kind?
 - Yes, we have counted the Board members attendance both currently and historically.

- **EHS (July-Oct 2016)**
 - Met in-kind requirement
- **EHS 412 (2016-17)**
 - Doing really well this year
- **EHS-CCP (2016-17)**
 - This one is a challenge
 - Last year we did a waiver
 - We cannot count subsidy dollars, not a lot they can count as in-kind
 - This is an issue across the country with CCP grants
- **HS July-Oct 2016**
 - No issues
- **HS 412 (2016-17)**
 - No issues
- **187 (2015-16)**
 - Met in-kind dollars although we had an approved waiver
- **187 (2016-17)**
 - At 0 for current year, is this an error? Please update status at next meeting.

Going forward all in-kind reports will be posted online as one report and not separated out by grant

Procurement Card Report

- No unusual expenses
- We are working to curtail how many cards are assigned to staff in order to track last minute expenditures and budget impacts

Enrollment reports

- No questions

Going forward all enrollment reports will be posted online as one report and not separated out by grant

Attendance

- No reports presented at February PC meeting

Joanne and Jill requested that the Program Reports be printed out for the meeting as it makes it easier to follow along

These items were reviewed and approved as a whole by the HS Advisory Committee on March 7, 2017 and recommend full Board approval

C. Program Policies

- No policies were reviewed at the February Policy Council meeting

D. Program Governance

- **Self-Assessment Methodology**
 - Reviewed methodology
- **Research Proposal: Educate Executive Functioning**
 - Educare Learning Network is looking for 20 locations
 - Thoroughly discussed at PC in February
 - PC asked many questions and approved the proposal
 - Contributing to national dialogue
- **EHS-CCP enrollment slots movement**
 - Moving 4 slots from Little Impressions to Young Minds
 - Little Impressions is not ready to partner with ESD at this time
 - All of the time and effort has been to working with them to be able to accept children which is not possible at this time. No program dollars were expended for this work.
 - Region X has been informed
 - How do we fund with capacity building dollars? Kay has been talking with Region X around this.

These items were reviewed and approved as a whole by the HS Advisory Committee on March 7, 2017 and recommend full Board approval

E. Program Updates

- Informational only: reminder to Board about The Connector, the Early Learning monthly publication available on www.earlylearningwa.org

F. Policy Council

- Informational only: PowerPoint from February meeting linked
- Notification of extra Race and Equity training available in April, May, June

G. Correspondence

- Informational only: no correspondence reviewed at February Policy Council meeting