

**A Great Start for Every Child in Livingston County:
Safe, Healthy and Eager to Succeed in School and in Life.**



Steering Committee Meeting

November 9, 2011

Minutes

Attendees: Elaine Brown, Dave Campbell, Laura Coatsworth, Gina Coopersmith, Jaclyn Cronin, Jean Garratt, Linda Herbert, Amy Mason, Robin Schutz, Sarah Smith, Kathy Virden, Holly Ward-Lamb,

1. Welcome

- Jaclyn Cronin – Jaclyn is the new Co-Chair of the Parent & Families Committee. She is a parent representative member of the Collaborative.
- Dave Campbell – Dave is LESA's new superintendent, and along with Jaclyn, this is his first GSL Steering Committee Meeting.

2. Co-Chair Election Results

- Amy Mason has unanimously been elected as the new GSL Collaborative Co-Chair for the 2012 Term. Congratulations Amy!
- 55 Invitations were delivered via Email.
- 73% of the Emails delivered were read by the recipient.
- 31 people completed their ballots for a response rate of 56%.
- 100% of the ballots casted were for Amy Mason.

3. Great Start Fun (Gina Coopersmith)

- GSL Understanding - There has been varying levels of Great Start orientation throughout the years. Many Collaborative members may not actually have a thorough understanding of Great Start.
- Questions - At our next meeting, and subsequent ones, we will start to survey Collaborative Members during the meeting (in a fun way). Gina will come up with questions (some open-ended & some multiple choice) for answering/responding. This will be done to have some fun and learn something at the same time.

4. Operating Guidelines & By Laws

- Still some areas which need to be reviewed.
- Holly Ward-Lamb will review the current changes. These are due back to Robin by Friday, November 18.
- Linda Herbert will then review those changes which will be due back to Robin by Monday, November 28.

5. Newsletter Schedule (Gina Coopersmith)

- December 1, March 1, June 1, September 1
- December 2011 Issue - Any changes, highlights, or discussions in your department which will be highlighted in December, January, or February, please send to Gina at ginacoopersmith@livingstonESA.org by November 18. This will give her time to write the newsletter and send out for review.
- Jean Garratt has volunteered to review along with Robin Schutz, Courtni Holst, Amy Mason, and Kim Root (LESA's PR representative).

6. ECIC Update – (Robin)

- Great Start training last week. Reviewed communications plans and talked about connections with the media and with our partners.
- **In-Kind Donations**
 - i. Volunteer Time - If members are not being paid while at the GSC meeting by their organization, the value of their volunteer time can be counted as in-kind.
 - ii. Please make sure to note this information for Robin at the Steering Committee, Collaborative, and/or Committee Meetings so we can keep track of this.

- **Progress Report**
 - i. Should receive this in December to start filling out.
 - ii. Received media in October and met with legislators on November 4, so we are off to a good start!

7. **Communication Plan**

- Gina has completed updating this.
- Legislator information has been updated.
- The calendar of events has been updated through the funding period.

8. **Parent Coalition** (Laura Coatsworth & Sarah Smith)

- **Brochure/Flyer – Approval**
 - i. Revisions were included in the flyer that was passed out. Discussed the bullet points.
 - ii. Change ‘Network’ to ‘Build Relationships’
 - iii. Move ‘Build Relationships’ to the first point.
 - iv. ‘Be Empowered’ to ‘Be Involved’
 - v. Friday Folders – Send flyers home in Kindergarten Friday folders at one or two schools. Wait for feedback before expanding to more schools.
 - vi. Sarah – Feedback from training last week – Hand flyers out to parents at schools, playgroups, libraries, etc.
- **Schedule**
 - i. Working on scheduling out meetings/speakers for the entire year.
 - ii. December – Parent Café
 - iii. January 2012 – Kindermusic Speaker
 - iv. March 2012 – Anne Richardson “Importance of Family Advocacy”

9. **Other Committee Updates**

- Healthcare Professionals Committee
 - i. We have a pediatrician on the committee who has become very involved. She is looking at the excessive amount of ER visits and the need for children having a medical home. Also looking at the possibility of a 211 Kiosk in the community.
 - ii. Gina - Dr. Rosotti spoke at the Early On Conference. Talked about the importance of early connections. Success depends on earliest detection and the relationship with the caregiver. He would be a great speaker to have.
- Parent Leadership Academy
 - i. Today is the last day of the 6 sessions.
 - ii. Over the course of 6 weeks, we have had over 16 different participants who have attended various sessions.
- Parents & Families Committee
 - i. Need to have more parents involved. Currently meetings are 3rd Thursday at 1:00 or 1:30. Would more parents be able to be involved with a different meeting time?
- Early Childhood & Community Partners
 - i. QRIS (Linda Herbert) – Self Assessment is now up. There is currently one rater available for 2 counties.
 - ii. K Observation Survey (Jean Garratt)
 - 858 Kindergartners were observed.
 - Spoke with Lindsay Smither -Last 4 items took the teachers the longest to rate as those are not items they normally monitor.
 - Surprised at the items kids were not proficient at.

10. **Collaborative Schedule/Topics**

- **November 16, 2011** – Approval of Operating Guidelines, GPGS Funding, Work Plan
- **January 25, 2012** - K Observation Survey (Jean Garratt & Candice Davies)
- **March 28, 2012** – QRIS (Linda Herbert)
- **May 25, 2012** – Great Parents Great Start / Home Visiting, Family Support Duplication (Candice Davies & Polly Mallory)
- **July 25, 2012**
- **September 26, 2012**
- **November 21, 2012**

11. Upcoming Schedule

- November 10 - Parent Involvement Institute
- November 12 - Community Sharing for Healthy Caring Conference
- November 15 - Barnes & Noble Holiday Book Drive (To help LESA Early Childhood Programs)
- November 17 – Parent Coalition Meeting
- March 20-22, 2012 – ECIC Great Start Conference

12. Legislative Update – 11/4/11

- Attended by Rep. Bill Rogers, Rep. Cindy Denby, Legislative Aide Sue Dolato, and Senator Joe Hune’s Legislative Aide, Mary Helfman
- Updates - K Observation Survey, QRIS Update, Great Start Update
- Parent, Gwen Marion, spoke from a parents perspective

13. Barnes & Noble Holiday Book Drive

- November 15, 2011 5-7pm
- Fundraiser – Proceeds to benefit LESA Early Childhood Programs
- Through the month of November, people can purchase books for the LESA Early Childhood Programs

14. Community Sharing For Healthy Caring : November 12, 7:30 – 4:45 pm

- 1400 attendees are registered
- 33 counties
- 92 sessions

Next Meeting: December 14, 2011 at 10 a.m. in Innovation Room