

MASON COUNTY EARLY LEARNING COALITION



FEBRUARY MEETING AGENDA & MINUTES

9:30 - 11:00 AM, February 16, 2017 | Location: Mason County Public Health Department

Agenda

- Introductions, Agency Updates and Needs Discussions - Kim
- Coalition Business
 - Consent Agenda - Kim
 - Agenda
 - Minutes
 - Treasurer's Report - Dan
- ICC Advisory update - Kim
- Community Report Update - Jennifer
- Thrive Update - Jennifer
- Bags/Decals Plan - Lacie
- Reimbursement forms and process - Dan

Attendees

Lacie Jorgensen - Coordinator for Early Learning Coalition of Mason County

Olivia McGuire - Family Resource Coordinator for South Mason County

Jennifer Williamson-Forster - South Sound Reading Foundation

Gary Burris - Child Care Action Council

Tami Stoutnar - Director of Special Education and Early Childhood Education, Shelton School District

Kim Smith - South Sound Parent to Parent

Holly Porter - Sound to Harbor Head Start/ECEAP

Dan Teuteberg - WSU

Lydia Buchheit - Mason County Public Health

Mary Halterman - Shelton Timberland/William G. Reed Library

Candy Lester - Olympic ESD

Elizabeth Curtis - Mason County Public Health / NFP

Minutes

- **Tami** - Our preschool program is growing and no space to accommodate needs. Have hired additional teacher, Dakari Ralph. She will be working part-time for now and paraeducator, Nicole McHargue, who is in the process of obtaining her Early Childhood/Special Education degree will be working with her to

make a full-time position. Our Levy has passed. Bond looks like it is going to pass, but will not be certified until Feb 24th. Dr. Apostle is optimistic that it will pass.

- **Lacie** - ELC Bags. Group thought that we should give them out at other agency events to advertise. Holly suggests putting together "newbie" bags for new community members who attend MCELC meetings. Kim would like to use some to package items from their upcoming auction. Other members taking some to put their materials in to give to families.
- **Dan** - No change in Treasurer's Report. Currently have \$4,840.33. Will submit reimbursement to Lydia for GoDaddy email domain. Dan would like to implement spending system. Has created Expense Form, Request for Funding Form and Reimbursement Form which would include original receipts. Would require Exec. signatures.
- **Gary** - Going to be starting Play & Learn group at Shelton Timberland Library. Do have someone hired who is bilingual. She will be doing 2 days in Grays Harbor and 1 day in Shelton. Looking at starting groups in March. CCAC is having their Warm Hearts Soup Bowl Fundraiser on Tuesday, February 21 fro 11:30 am - 1:00 pm at the Lacey Community Center (see handout). Also working on Parents as Teachers group, more info to come.
- **Holly** - Belfair currently has openings. Must be 3 years old b y August 31st. Classroom is moving into Early Learning Center. Shelton is still looking for T.A.'s. Will be holding a family night regarding the immigration issue. The local credit union will be coming to notarize family plans. Also has received a duration grant, which will bring longer days/longer years in Belfair and Shelton. As of right now they will be adding one class in each center. Holly suggests looking at our Bylaws, Policies and Procedures again to see if there is any tweaking that needs to be done.
- **Jennifer** - Awesome Foundation Grant. Lots of schools/teachers in Mason County applied for the \$1,000.00 grant. Able to provide a mini-library (6 books) to kids in need. Mt View Elementary and Hood Canal SD were able to benefit their students. Attended Statewide Meeting earlier this month with THRIVE/ELAC. THRIVE working with regional coalitions. Discussion of Community Report, use template from the Fun Fair Report. MCELC members send Jen items to be included in report. Would like to use as an annual report to the community. Jen will work with Lacie to get that out.
- **Lydia** - her department is now fully staffed with Elizabeth back.
- **Kim** - ESIT having first regional meeting tomorrow from 9:30-3:00 at New Market Skills Center, Tumwater. Champions of Courage auction coming up on February 25th at 6:30 pm at Hand's On Children's Museum.
- **Olivia** -
 - Shelton School District
 - 2 Referrals
 - 2 In-process
 - 26 Active IFSPs
 - 7 Spanish-speaking
 - 1 Native American
 - **Total = 30**
 - Pioneer School District
 - 1 Referral
 - 1 In-process
 - 9 Active IFSPs
 - 1 IFSP waiting to be amended
 - 4 Spanish-speaking
 - 0 Native American
 - **Total = 12**
 - Hood Canal School District

- 2 Referrals
 - 0 In-process
 - 8 Active IFSPs
 - 1 Spanish-speaking
 - 3 Native American
 - **Total = 10**
 - Mary M Knight School District
 - 1 Referral
 - 1 In-process
 - 0 Active IFSP
 - 0 Spanish-speaking
 - 0 Native American
 - **Total = 2**
- Total 12 Spanish-speaking
 - Total 4 Native American families (representing both Skokomish and Squaxin Tribes)
 - Total 58 children being served
 - 4 new referrals district unknown

Action Items

- Lacie will send emails from Jane out to the Coalition members email list
- Lacie will email Fun Fair flier out to Coalition members to view
- Lacie will email Candy Lester contact for North Mason School District, Chantelle Wisner to assist with getting more involved in that area.

Next Meeting Agenda Items

- Introductions, Agency Announcements and Needs Discussions - Kim
- Coalition Business
 - Consent Agenda - Kim
 - Agenda - Lacie
 - Minutes - Lacie
 - Treasurer's Report - Dan
- ICC Advisory update - Kim/Olivia
- NFP Report - Lydia/Elizabeth
- Planning on Home Visits/VEL - Holly
-

Next Meeting

Thursday, March 16th @ 9:30 - 11:00 AM - Mason County Health Department