



## **OKLAHOMA PARTNERSHIP FOR SCHOOL READINESS**

**Board Meeting Minutes**  
**Thursday, February 16, 2012**  
**Department of Libraries**  
**1:00 p.m. – 3:00 p.m.**

### **Call to Order**

Marny Dunlap called the meeting to order at 1:08 p.m. The following members were present: Erin Nation for Janet Barresi, Janet Karner for Phil Berkenbile, Marcia Brueggen, Caren Calhoun, Phil Dessauer, Bill Doenges, Marny Dunlap, Kay Floyd, Ed Long for Mike Fogarty, Nina Gonzales, Barbara Hankins, Bob Harbison, Howard Hendrick, Kermit McMurry for Glen Johnson, Janet McKenzie, Susan McVey, Andrea Hall for Michael O'Brien, Sharon Pyeatt, Jay Weatherford, and Lynn Goldberg.

### **Approval of January 2012 Minutes**

Marny asked for a review of the minutes, including corrections or additions, and for a motion.

*Bill Doenges made a motion to approve the January 19, 2012 OPSR Board meeting minutes. Jay Weatherford seconded the motion. All members present voted in the affirmative and the motion passed.*

### **Finance Report**

Andrea Hall reviewed the financial status as of December 31, 2011. The overall budget for the Oklahoma Partnership for School Readiness is \$1,684,291 with YTD expenditures are \$762,566 which means that we have used 45.3% of our overall budget and 96.4% of the YTD budget as of December 31, 2011. On the SECAC budget to actual expenditures report, the federal budget is \$1,670,882.00; with a state budget match of \$3,898,725.00 and the percentage state match budgeted is 45%. The financials were accepted as presented.

### **Foundation Updates**

- Patrick Brown announced that he was working with Bank of America and Kirkpatrick regarding request for Literacy programs.
- The Journal Record is hosting the Oklahoma's Most Admired CEO's of the year; Debra and Patrick will be present to receive a special recognition and presented with a donation.
- An onsite OKCEO mini summit over the next three weeks will be in the following cities: Stillwater, Durant, and Lawton. Business leaders and legislative members are invited to get them familiar with who and what Smart Start Oklahoma is about.

### **Special Recognition for Howard Hendrick**

Smart Start Oklahoma is proud to recognize Howard Hendrick for all his hard work and dedications.

### **Social Media Campaign Strategic Plan Presentation**

Kym Koch-Thompson presented a power point regarding the social media strategy and measurement plan. A detailed outline was presented to all members, staff, and visitors.

- What is social media?
- Social media strategy developing the plan
- Executing the Plan

### **Federal Grant Update**

Marny announced they are waiting on the final reports regarding the local needs assessment. The RFP for professional development workgroup are being reissued.

### **Structure of Workgroups and Committees**

- Concerns with Early Literacy Workgroup
  1. How does Early Literacy fit into the structure?
  2. What is the function of an Early Literacy workgroup?
  3. What would the group do differently?
  4. How would you keep Early Literacy focused on a specific goal?

Discussion included the fact that Early Literacy is already integrated within all the workgroups. The need to establish an Early Literacy Workgroup would not be beneficial. Others indicated Early Literacy is very important and what we are trying to do is make it more coordinated.

*Ed Long made a motion that the proposed Early Literacy Committee not be added to the existing OPSR committee and workgroup structure, but rather a temporary Ad Hoc Committee focused on early literacy issues be established. Jay Weatherford seconded the motion. All members present voted in the affirmative except, Marny Dunlap, Nina Gonzales, Janet McKenzie, and Sharon Pyeatt who voted in the negative. Bob Harbison and Andrea Hall abstained and the motion passed.*

### **Workgroup Updates:**

- 1. Public Engagement**
  - The Public Engagement Workgroup is working with Koch Communications.
- 2. Data System and Coordination**
  - The Data System and Coordination Workgroup discussed the data system plans as outlined in the Early Learning Challenge grant.
- 3. Community Mobilization**

- Due to the vacancy with the Community Mobilization Director position, the Community Mobilization Workgroup does not have regularly scheduled meetings established at this time. A meeting was held on February 2<sup>nd</sup> and 3<sup>rd</sup> in Norman with all of the community staff.

**4. Quality, Access, Standards and Accountability**

- QuASA has not met since October, but QuASA has met once since the RTT-ELC grant was submitted.

**5. Professional Development and Workforce**

- The Professional Development and Workforce Workgroup have not met since the last update.

**6. Special Populations**

- The Special Population Workgroup has not met since the last update. A meeting will be scheduled after the updated OPSR Strategic Plan is released. Date is TBD.

**7. Policy and Workgroup Coordination**

- Policy and Workgroup Coordination Committee met on Monday, February 6, 2012 at Linwood Early Learning Center. There was a review of membership to discuss possible new appointments for a Public Engagement Workgroup representative and a Parent/Consumer representative.

**8. Ad Hoc Committee on Child Care**

- Ad Hoc Committee first meeting was held on February 16, 2012. No updates at this time.

**Strategic Direction for LPF (FY2013-FY2015)**

Debra stated the staff is working on finalizing the Local Project Funding for local communities to apply for funding. They met with the Department of Human Services to discuss the process; there are two ways to apply: 1) through competitive bid through Department of Central Services (DCS); 2) Local Project Funding that does not go through DHS. It was recommended that Smart Start Oklahoma utilize the LPF process and they will announce the availability of applications in the near future. They will assure the process is a fair open bid process.

Discussion from the Board on the Strategic Framework occurred. Quorum was lost; therefore the Board did not take specific action on directions for the application. The Board recommended the strategies be considered and provided input on potential reduction of the number of strategies that would be required. They instructed Debra Andersen to take the feedback from the Board and finalize the LPG process and move forward.

**Executive Director's Report**

Debra requested in the consideration of time the board members read her report and email her for more information or to comment about the report.

**Chairperson Comments**

There were no comments from the Chairperson

**Announcements**

There will be a lecture on March 30, 2012 at the History Center at noon in the Chesapeake Room and Craig T. Ramey, PHD will be the guest speaker. Children's Right to Thrive: The Foundational Years.

**Public Comments**

There were no public comments

**Adjourn**

The meeting was adjourned at 3:21 p.m.

**Next Meeting:** Thursday, April 19, 2012 at 1:00 p.m. the Oklahoma Department of Libraries