



FY2015 Work Plan and Calendar of Events

<i>July 2014</i>	<i>August 2014</i>
<ul style="list-style-type: none"> • No 4 R Kids Board meeting scheduled • July 15, 2014 - 4th Quarter state financial report due • July 28, 2014 - 4 R Kids Contractor meeting • July 30, 2014 - Provider annual reports and vouchers due <p><u>Early Childhood Committees</u></p> <ul style="list-style-type: none"> • None <p><u>State Meetings</u></p> <p>None</p>	<ul style="list-style-type: none"> • No 4 R Kids Board meeting scheduled • Program and Service Committee meeting 8/20/14 (review annual report) <p><u>Early Childhood Committees</u></p> <ul style="list-style-type: none"> • August 6, 2014 – Warren County • August 12, 2014 – Madison County • August 12, 2014 - Adair County • August 28, 2014 – Dallas County <p><u>State Meetings</u></p> <p>None</p>
<i>September 2014</i>	<i>October 2014</i>
<ul style="list-style-type: none"> • September 11, 2014 – 4 R Kids Board meeting <li style="padding-left: 20px;">-Approve FY14 state annual report <li style="padding-left: 20px;">-Approve FY14 state financial statements <li style="padding-left: 20px;">-Review FY14 annual board membership matrix <li style="padding-left: 20px;">-Review FY14 Executive Director performance measures <li style="padding-left: 20px;">-Review FY14 Program Performance measures <li style="padding-left: 20px;">-FY15 Legislative agenda and talking points • September 15, 2014– Annual Report due to State ECI • Release October newsletter <p><u>Early Childhood Committees</u></p> <ul style="list-style-type: none"> • September 3, 2014 – Warren County • September 25, 2014 – Dallas County <p><u>State Meetings</u></p> <ul style="list-style-type: none"> • September 5, 2014 – State ECI Board Meeting • September 10, 2014 - State ECI Director Meeting • September 9, 2014- ECI Stakeholders Alliance 	<ul style="list-style-type: none"> • October 16, 2014 – 4 R Kids Board meeting <li style="padding-left: 20px;">-Review public awareness plan <li style="padding-left: 20px;">-Review public awareness evaluation <li style="padding-left: 20px;">-Review social marketing strategies statistics • October 15, 2014 – 1st quarter State ECI financial report due • October 15, 2014 - 1st quarter program reports due • Program and Service Committee meeting TBD (review 1st quarter progress reports) <p><u>Early Childhood Committees</u></p> <ul style="list-style-type: none"> • October 1, 2014 – Warren County • October 14, 2014 – Madison County • October 14, 2014 – Adair County • October 23, 2014 – Dallas County <p><u>State Meetings</u></p> <p>None</p>
<i>November 2014</i>	<i>December 2014</i>
<ul style="list-style-type: none"> • November 20, 2014 –4 R Kids Board meeting <li style="padding-left: 20px;">-Review 1st Quarter program report <li style="padding-left: 20px;">-Annual meeting of the board <li style="padding-left: 20px;">-Selection of officers <p><u>Early Childhood Committees</u></p> <ul style="list-style-type: none"> • November 5, 2014 – Warren County (conduct Board eval) <p><u>State Meetings</u></p> <ul style="list-style-type: none"> • November 7, 2014 – State ECI Board meeting 	<ul style="list-style-type: none"> • December 18, 2014 – 4 R Kids Board meeting <li style="padding-left: 20px;">-Annual review community plan <li style="padding-left: 20px;">-Annual review of indicators & priorities <li style="padding-left: 20px;">-Annual review of mission and vision <li style="padding-left: 20px;">-Annual bylaw review <li style="padding-left: 20px;">-4 Board members terms end <li style="padding-left: 20px;">-Appoint board members to committees <li style="padding-left: 20px;">-Contract monitoring schedule • December 4, 2014 - 4th Annual Appreciation Reception • Release January Newsletter <p><u>Early Childhood Committees</u></p> <ul style="list-style-type: none"> • December 9, 2014 – Madison County (conduct Board eval) • December 9, 2014 – Adair County (conduct Board eval) • December 11, 2014 – Dallas County (conduct Board eval) <p><u>State Meetings</u></p> <ul style="list-style-type: none"> • December 9, 2014 - ECI Stakeholders Alliance
<i>January 2015</i>	<i>February 2015</i>

<ul style="list-style-type: none"> • No 4 R Kids Board meeting scheduled <ul style="list-style-type: none"> -Review marketing data -Conduct board self evaluation -Conduct Executive Director annual review -4 New Board member terms begin • January 15, 2015 - 2nd quarter program reports due • January 26, 2015 – 4 R Kids Contractor meeting • Program and Service Committee to meet TDB (review 2nd quarter progress report and Preschool Tuition Policy) • Annual contract onsite audit reviews conducted (Jan/Feb) <p><u>Early Childhood Committees</u></p> <p>◆No meetings</p> <p><u>State Meetings</u></p> <ul style="list-style-type: none"> • January 9, 2015 - State ECI Board meeting • January 12, 2015 - Legislative session begins 	<ul style="list-style-type: none"> • February 19, 2015 – 4 R Kids Board meeting <ul style="list-style-type: none"> -Review FY2015 Semiannual program report -Board annual performance review -Review board member job description -Annual review of Policy and Procedure manual -Annual review of Success Plan -Annual review of by-laws -Annual review of Preschool Tuition Policy • Annual contract onsite audit reviews conducted (Jan/Feb) <p><u>Early Childhood Committees</u></p> <ul style="list-style-type: none"> • February 4, 2015– Warren County • February 10, 2015 – Madison County • February 10, 2015 – Adair County • February 26, 2015 – Dallas County <p><u>State Meetings</u></p> <ul style="list-style-type: none"> • February 10, 2015 - ECI Stakeholders Alliance • ECI Day on the Hill
March 2015	April 2015
<ul style="list-style-type: none"> • March 19, 2015 – 4 R Kids Board meeting <ul style="list-style-type: none"> -Review FY2015 board professional development plan -Annual review of board by-laws -Annual review of personnel policy -Annual Director performance review -Annual Director professional development review • March 20, 2015 - Release FY2016 Request for Proposal • Release April newsletter • Board audit review to be completed by 3-31-15 <p><u>Early Childhood Committees</u></p> <ul style="list-style-type: none"> • March 4, 2015 – Warren County • March 10, 2015 – Adair County • March 26, 2014 – Dallas County <p><u>State Meetings</u></p> <ul style="list-style-type: none"> • March 6, 2015 - State ECI Board meeting 	<ul style="list-style-type: none"> • April 16, 2015 – 4 R Kids Board meeting • April 15, 2015 – 3rd quarter State ECI financial report due • April 15, 2015 – 3rd quarter program reports due • Program and Service Committee meeting TBD (review 3rd quarter progress reports) • April 24, 2015 - FY2015 Request for Proposals due <p><u>Early Childhood Committees</u></p> <ul style="list-style-type: none"> • April 1, 2015 – Warren County • April 14, 2015 – Madison County • April 14, 2015 – Adair County • April 23, 2015 – Dallas County <p><u>Community Events</u></p> <ul style="list-style-type: none"> • Toddlerfests/Rumble Tumble <p><u>State Meetings</u></p> <ul style="list-style-type: none"> • State ECI Director meeting
May 2015	June 2015
<ul style="list-style-type: none"> • May 21, 2015 – 4 R Kids Board Meeting <ul style="list-style-type: none"> -Sign conflict of interest statements -Sign code of ethics statements -Review 3rd quarter program reports -FY2016 funding recommendations -Approve FY2016 funding plan • May 8, 2015 - Program and Service Committee meeting (RFP review) <p><u>Early Childhood Committees</u></p> <ul style="list-style-type: none"> • May 6, 2015 – Warren County • May 12, 2015 – Adair County • May 28, 2015 - Dallas County <p><u>State Meetings</u></p> <ul style="list-style-type: none"> • May 12, 2015 - ECI Stakeholders Alliance 	<ul style="list-style-type: none"> • June 18, 2015 – 4 R Kids Board meeting <ul style="list-style-type: none"> -Review FY2016 calendar of events • Release July newsletter • Issue provider contracts • Submit annual budget by July 15 <p><u>Early Childhood Committees</u></p> <ul style="list-style-type: none"> • June 3, 2015 – Warren County • June 9, 2015 – Madison County • June 9, 2015– Adair County • June 25, 2015 – Dallas County <p><u>State Meetings</u></p> <ul style="list-style-type: none"> • June 5, 2015 – State ECI Board meeting

Calendar of events subject to change (updated 6-11-14)