

4 R Kids Program and Service Committee Minutes
September 5, 2017
2:00 P.M.

Attendance

Khristan Kaufman, Janice Jensen, Jean Bosch and Debra Schrader were in attendance via conference call. Janice will be the reporter for the meeting.

FY18 Preschool Enrichment Contract (*action requested*)

Dallas County ISU Extension requested a Preschool Enrichment contract amendment to transfer the allocation of \$1,985 for preschool quality improvement mini grants to the preschool coordination section of the contract. The rationale for the amendment was the amount allocated for mini grants is a minimal amount and it would not show a measurable impact. By transferring the \$1,985 to preschool coordination, it will allow for program materials for research based assessment for students, professional development and mileage. It was consensus of the committee to allow the amendment to the contract.

Appreciation Reception (*information*)

The committee discussed the annual appreciation reception and whether to continue with the tradition. The committee discussed other options such as a lunch and learn with legislators. The committee is referring the topic to the full Board.

FY17 Annual Report Review Highlights (*information*)

The committee reviewed the FY17 annual report materials that included financial statements, annual reports from providers, an annual report snapshot, trend data document & analysis with the effectiveness of programs, local and state performance measures, executive summary, and several family support comparison documents. Below are a few overall comments after reviewing the data.

- All contractors submitted their respective annual reports timely as well as the last payment vouchers.
- Family Support programs were compared to each other and a few interesting data facts are; the average age of mothers is 27.5 and the primary language other than English was Spanish at 27%, additionally about 50% of ECI funds were expended on family support services.
- The FY17 financial statements have been reconciled with the fiscal agent. There was \$63,903.56 or 7% of school ready funds and \$827.75 or 1% of early childhood funds carried over into FY17, no more than 20% is allowed to be carried over in either fund.
- Of the FY17 carryover funds, all but \$32,731.40 has been allocated to programs for FY18.
- The ECI director has entered the required data online at grants.gov which is due no later than September 15.

After a comprehensive review, the committee will follow-up with Partners in Family Development with the Parents as Teachers program to gain a better understanding of the client waiting list as well as the process. In FY17 the program spent 91% of the funds allocated but had a waiting list.

The 4 R Kids Board will receive the executive summary, snapshot report, financial statements, and the trend data analysis at the September 14, 2017 board meeting. The executive summary and snapshot report, and financial statements will be posted on the website.

FY17 Annual Report Approval (*action requested*)

It is consensus of the committee to recommend approval of the FY17 annual report, executive summary, and school ready and early childhood financial statements. The due date for board approval is no later than September 15, 2017.

Adjourn (*information*)

Meeting adjourned at 3:00.