

# School Readiness Committee Meeting

## *(Meeting Minutes)*

**DATE: 04/28/2016    TIME: 9 TO 11:30**

**LOCATION: RAMADA INN-  
PAINTSVILLE**

<b>SR COMM MEMBERS PRESENT</b>	Shawna Howell (Secretary/Purchasing Agent).....Tracy Allen (Family Service Worker) Patti Miller (Quality Control Mngr).....Tammy Taulbee (Health Services Mngr) Lori Howard (Nutrition Services Mngr) .....Pam Hereford (Mental Health Services Mngr) Wendi O'Bryan (Disability Mngr).....Tammy Scarberry (Education Services Mngr) Tracy Jenkins (Grantee Director).....Dawn Fitzpatrick (Parent) Kathy Adams (Family Service Worker) Beth McGinnis (Teacher).....Amanda Pelton (Parent) Deborah Wiley (Teacher).....Angela Newsome (Parent) Andrea Salyers (Kindergarten Teacher).....Rebekah Bialecki (Parent)
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### Agenda topics

#### WELCOME & INTRODUCTIONS

<b>DISCUSSION</b>	Mr. Tracy Jenkins welcomed everyone to the meeting. Following the welcome, each member gave a brief introduction.
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#### REVIEW MINUTES OF LAST MEETING

<b>DISCUSSION</b>	Each member was provided a copy of the minutes from the last meeting for their review.
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#### RESULTS OF SR COMM. RECOMMENDATIONS

<b>DISCUSSION</b>	Mr. Jenkins reminded members that they had previously recommended that teachers were to incorporate three particular skills from the Kindergarten Brigance: 1) Knows Personal Information 2) Determines Total of Two Sets 3) Matches Quantities with Numerals. Multiple activities addressing each skill was emailed out to all teachers. The teachers were asked to select at least one of the activities each week as part of their lesson plan for a minimum of 8 weeks beginning with the lesson plan for the week of January 18 <sup>th</sup> . Managers monitored lesson plans looking for these activities. The monitoring time frame spanned 12 weeks because of missed school days due to weather. Mr. Jenkins disbursed a color coded handout which depicted whether each teacher had documented those activities during that time period. Mr. Jenkins noted that only 32 out of 64 teachers had used the activities for the entire allotted time frame.
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#### REVIEW WINTER CHILD ASSESSMENT RESULTS

<b>DISCUSSION</b>	Mr. Jenkins gave a report to the group that showed the overall TSG assessment scores in our program. He stated he thought a better way of viewing the results would be to use the number scale 1 to 9. After discussing the pros and cons with viewing the information in the manner Mr. Jenkins proposed, the group decided they still wanted the report to be given in the same manner but agreed that giving an additional report (in an alternate format) would also be acceptable. Disability Manager Wendi O'Bryan suggested monitoring individual classrooms to see who had the highest scores in the goals. She recommended contacting those teachers to see what things they are doing in their classroom to reach such a score and then sharing that with the other teachers.
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#### COMPARISON OF 3-4 YEAR OLDS AND 2<sup>ND</sup> YEAR CHILDREN

<b>DISCUSSION</b>	Mr. Jenkins provided the committee a report showing the child outcomes on the Teaching Strategies GOLD winter assessment divided by age group and returning children. Surprisingly, members said returning children had a lower percentage than expected.
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#### REVIEW PARENT SURVEY

<b>DISCUSSION</b>	Mr. Jenkins stated that each year, he sends a survey to parents and asks them to list the SR goals that they feel their child has improved upon during the Head Start experience. Out of about 250-300 parents that were contacted by email, he had received 54 responses from parents. He added this is "huge feedback" in comparison to years past. Some parent responses did not coincide with TS GOLD outcomes which led to a discussion by the committee on how accurate results from TS GOLD really are. There were
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also additional questions on the survey that had surprising results. One serious concern was that 32 percent of parents stated that a family advocate did not visit their home. On a positive note, when asked to rank their overall experience in Head Start this year, 74 percent of parents said that the program was "excellent."

**INFORMATION TO REVIEW AT FUTURE  
MEETING**

**DISCUSSION**

Mr. Jenkins questioned members about incorporating CLASS results into the school readiness meeting. Health Manager Tammy Taulbee was reluctant to go along with the proposal. She said "people talk" and suggested that some parents may not want their child in a classroom where the teacher scores low in CLASS. Quality Control Manager Patti Miller suggested compiling an overall list similar to the one provided in measurement of school readiness goals compiled from TS GOLD ; however, Mr. Jenkins stated that was a lengthy process and it would be impossible to do for all 64 classrooms. He stated that CLASS results are open to the public and he saw no reason not to use them at this meeting. The committee did agree to use CLASS results at future meetings. Mr. Jenkins then asked members to make a recommendation to require directors to speak to the staff in their district responsible for Infinite Campus data about getting a breakdown of every classroom's Kindergarten Brigance results next year. Members agreed, saying "everyone should know the teachers that are accurately preparing the children and the teachers that are not."

**FINANCIAL PLANNING FOR NEXT SCHOOL  
YEAR**

**DISCUSSION**

The committee recommended focusing on the purchase of gross motor materials. Several ideas were proposed. The group agreed that when the grantee office had additional money to spend on materials for the delegate classrooms, they should focus on purchasing gross motor items.