

Early Childhood Iowa Update

September 2014 Update for the ECI State Board

(June - August activities)

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The ECI State Board

The ECI State Board met on June 6. In that meeting, the board reviewed recommendations for the areas that went through the Levels of Excellence review process, reviewed the recommendations for changes to the Cycle 2 Levels of Excellence items, adopted revised Tool G, based on recommendations from January and March board meetings and learned more about the child welfare system.

Four committees were formed to research and accomplish specific tasks: Nomination, bylaws reviews, board advocacy and a committee charged with modifying the Public Engagement section of the Levels of Excellence system for Cycle 2.

For its September meeting, the board had originally planned a site visit to learn more about a local ECI area. However, it didn't work with the area selected. In lieu of a site visit, two other area boards were invited to come and share with the state board at the September meeting which will be held in the Des Moines area. Both declined this opportunity. The board's November meeting will be extended in order for the board to do some strategic planning work.

Meeting minutes are posted on the ECI website, Iowa Board link,
http://www.state.ia.us/earlychildhood/iowa_board/meeting_materials/board_minutes.html.

ECI Stakeholder Alliance

The ECI Stakeholder Alliance met on May 13th, 2014. Participants received a short legislative update and conducted a group-exercise on building advocacy efforts throughout the year through relationship building. The group also participated in a world café on topical items such as: C4K, QRS, WAGE\$, First 5, EHS/CC Partnerships, Children's Mental Health Association and AAP.

The next ECI Stakeholder Alliance is scheduled for September 9, 2014, 9:00 AM -12:00PM at the West Des Moines Learning Resource Center. Participants will be reviewing proposed changes for the ECI Results Indicators and craft recommendations to the ECI State Board. A presentation by Martha Willets, former CEO for United Way of Central Iowa and the Des Moines Partnership will focus on engaging the business community. Also Zach Stier, Children's Librarian at the Ericson Library (Boone) will offer information on what libraries can do to support young children and their families, including ideas on engagement at the local level.

The ECI Steering Committee focus on the goals of the strategic plan: Collaborative Systems, Quality Programs and Focus on At-Risk and High Needs Families.

If you are interested in receiving information about this advisory group for the ECI State Board, please contact Jeff Anderson at the Department of Management at Jeffrey.anderson@iowa.gov.

Update: FY 15 ECI Area Contracts and Budgets: On May 20th, ECI Area Boards received electronic versions of the FY '15 contracts to print and begin the signature process. Contracts are signed by the area's board chair, the ECI State Board Chair, and a designee from the Departments of Education, Human Services and Management. FY '15 budgets are submitted to the ECI State Office. Members of the technical assistance team review budgets and sometimes ask clarification questions.

Notification back to the area board is shared once reviewed by two team members. Team members are reviewing to assure the area is planning the budget to meet funding parameters and for accurate identification of required performance measures. As of August 8, 38 of the 39 contracts have been submitted for routing and 36 of the 39 budgets have been submitted for review. There are three ECI Areas finalizing one of the items in order to receive their first quarter payment. All other areas have begun to receive their first quarter payment.

EHS –CC Partnership Assistance

The Dept. of Health and Human Services released a grant opportunity for Early Head Start and Child Care Partnerships. Early Childhood Iowa has formed a workgroup that is providing assistance to local programs considering applying for a grant.

A webpage on the ECI State website has been added to include: demographics, partner identification and resources. Materials are being added as developed or released. Here is a [link](#) to resources to assist programs considering applying for the grant. (This link is accessed from the ECI Home Page.)

In addition to the website, a team will be established to support potential grantees. This team will include persons with knowledge of Head Start, DHS (Child care Regulations and Child Care Assistance), Data Support, and a representative from the ECI Office. Applications are due at federal level on August 20th.

Levels of Excellence – Model Board Requesting Flexibility in Funding

The 4R KIDS Area board covering, Adair, Dallas, Madison, and Warren Counties received Model status in their designation this summer. As part of the Levels of Excellence Process, the law allows the ECI State Board to grant flexibility in funding. Flexibility of funding is provided as an incentive for area boards that receive a model rating in the guidance about the Levels of Excellence Process in Tool N. We have received the first request since the creation of Levels of Excellence. (Please see the request at the end of this packet.)

We are not seeking board approval as approval is granted in the guidance. We do, however, require that areas inform us for transparency and to assist with tracking of the funds.

Liability Insurance -- update

In response to a question about liability coverage increases, we received the following note from the Iowa Communities Assurance Pool representative.

“On behalf of the ICAP Board of Directors, I want to first apologize for any alarm the increase in limits may have caused you. That certainly was not our intention; in fact, quite the contrary.

The Board was advised that the minimum casualty limits of \$2,000,000 would be encouraged for all ICAP members at its regularly scheduled meeting this April. This increase is for sole benefit of the ICAP membership and was based on a few factors, namely the increase in judgments against public entities. Additionally, through recent risk management assessments (RMAs), we have found a number of our members to be grossly underinsured. Considering the current insurance landscape and recent rulings against public entities, we felt it pertinent to increase the Pool’s minimum Limit of Liability so that our members will be properly protected in the event of a claim.

We would have preferred to release notice of this change in the May issue of the ICAP Newsletter; however, the date of the meeting did not allow us to meet the publishing deadline for that issue. As such, a feature article regarding this change will be published in ICAP’s July Newsletter. This newsletter will be released on or prior to July 1 and my hope is that it will provide additional insight into both the issue of being underinsured and the Pool’s solution to this issue.

If you have additional questions, please do not hesitate to contact your ICAP underwriter for assistance.

Kasi Koehler | Iowa Communities Assurance Pool
5701 Greendale Road | Johnston, IA 50131 | www.icapiowa.com
(T) 515-727-1585 | (F) 800-689-1918 | kasi@icapiowa.com

Pilot Option for Levels of Excellence Reviews:

Last year, the ECI State Office received a couple of requests to have the LOE site visit earlier than the planned schedule. We also recognize that the current schedule is sometimes problematic because of winter travel in Iowa. Thirdly, we have received input from state board members that it would be nice if we could spread out LOE designation information over more than one meeting. No ECI Areas expressed an interest in participating in the pilot.

Levels of Excellence – Probationary Status Update

Ida/Woodbury – the SHIP Corrective Action Plan is available at the back of this handout. The ECI area has reviewed the LOE review matrix and identified a comprehensive list of items needing to be accomplished in order to meet the compliant level requirements. The area identifies a timeline to allow them to accomplish the necessary items. The ECI area is corresponding regularly with the TA Team and State ECI Office on many matters.

Allamakee, Clayton, Howard, and Winneshiek – The HAWC Corrective Action Plan is available at the back of this handout. The ECI Area is responsible for creating a policy for separation of duties. The ECI Area has identified a timeline to accomplish the requirement in order to meet complicate level requirements.

Cass, Mills, Montgomery – the area board has reviewed the LOE review matrix and is developing a corrective action plan. Since receiving the designation, the area board has contracted with a new fiscal agent and hired a new Area Director; the area director has participated in orientation with the state office and has been diligently working on fiscal matters with both the new fiscal agent and the previous as there were discrepancies identified.

Muscatine Waiver Request – status update

This board was asked to submit assessment information about neighboring ECI Areas and provide an update regarding conversations with neighboring boards about merging. To date, the board has not had a meeting with any of the neighboring boards. The ECI State Team is arranging to have a meeting with the area board and determine next steps.

Early Childhood Monitoring Update:

This year, Tami Foley completed a monitoring review process for the FY '13 funds for the ECI Areas covering Johnson County, Cerro Gordo, Hancock and Worth Area, Boone and Story Area and Henry and Washington Area. Other areas are currently under review.

FY '13 Audit Reviews

The law requires ECI Areas to have either an audit or be a subset of an audit (agreed upon procedures). By the end of July, all FY '13 audits have been submitted to the ECI Office. As of August 26, nineteen reviews have been completed by the ECI Office and a review document has been shared with those ECI Area Boards. All area board will receive feedback from the State ECI Office by the fall of 2014.

FY '14 Submitting the Required Annual Data/Information

Over the past year, Tami Foley and Deb Scrowther have worked with the Iowa Grants system staff to create an on-line application for the area boards to report their end of year data and financial information. This is the same system in which they currently report their quarterly financial information, so they are familiar with the functionality.

On July 16, a webinar was provided to walk through the steps of entering the information for the year end report. The webinar was well attended and received.

After much testing, the application was released to the ECI areas on August 1 and we are pleased to report, there were minimal glitches. To date, only one formula issue has been identified and was corrected within an hour of it being reported to us.

We have received appreciation from ECIA Directors regarding this change to an on-line system.

Listening Post –

As we in the ECI State Office begin planning for our work for next year, we wanted to focus on the relationship between the state technical assistance team and the ECI Area Directors. We are planning a 'retreat-type session' to allow for reflection and evaluation on what is working, what challenges and issues are facing our sub-contractors and what could be done to make our work together more efficient and effective while still meeting the federal and state funding requirements.

A lot has changed since the beginning of Community Empowerment/Early Childhood Iowa and from time to time it is important to discuss the changes and explore opportunities for on-going improvement. An ECI Listening Post session is being planned for September 30th with ECI Area Directors. The Listening Post will focus on:

- The history of ECI/Community Empowerment
- Brainstorming about difficult issues/concepts you see with this initiative
- Sharing identified barriers
- Understanding others' roles
- Discuss change strategies

Facilitation Training Offered –

The ECI State Office is covering registration costs to a 2-day facilitation training for ECI Area Directors. For the September 8-9, session, eight ECI Area Directors are planning to participate in this option in Des Moines.

Child Care Rules

The Iowa Department of Education has issued guidance for schools providing child care programs before or after school and choosing not to be licensed by the Iowa Department of Human Services (DHS). Child care programs include services such as wraparound care that are independent of class time. As a public or nonpublic school system accredited by the Department of Education, there are certain criteria that must be met to consider an exemption from Department of Human Services Licensing (Iowa Code 279.49 and 237A). The code allows school districts to operate or contract for child-care services. For exempt child care programs that are on school property, the standards for child programs adopted by the State Board of Education are: Schools electing to maintain exempt status will need to complete both a confirmation and desk audit process to provide evidence of their implementation of the child-care standards adopted by the State Board of Education. It's important to note that even if child care programs are not being operated by the school but are on school property, it must be reported by the school in the Basic Educational Data Survey each fall and spring. An overview webinar was provided in June about the applicable Early Childhood Standards. The applicable standards are:

Age Range	Required Standard
Six weeks to less than 3 year-old children	Iowa Quality Infant Toddler Program Standards
Three years old to school-age entry	Iowa Quality Preschool Program Standards
School-age eligible through Grade 6	Iowa Quality Before and/or After School Child Care Program Standards for School Age Children

Early Childhood Funding – Request to have the Results Accountability Workgroup regarding recommendations for benchmarks for quality child care environments

At the March ECI State Board meeting, the board adopted a recommendation to have a committee of the ECI Stakeholders Alliance make recommendations regarding setting benchmarks for quality child care environments. The Results Accountability workgroup was charged with this task. They met in May to begin discussions. A-September 9th meeting is planned to further discussions regarding this task. A report is to be shared at the March 2015 Board meeting.

ECI Area Director Focus Group –

The ECI State Office is gathering input from area directors as to their role and responsibilities. Through this process, the ECI State Office wants to gather specifics in order to strengthen the technical assistance provided by focusing on an agreed-upon set of responsibilities/duties. Currently a fall focus group is being planned with a few directors in eastern Iowa.

Family Support Administrative Update

Submitted by Janet Horras

ECI Required Data and Accountability Measures

Family Support Statewide Data System (fssd)- REDCap - We have completed our first year of implementation of the web-based system for data collection. It has been a challenging year for many to make the transition from paper and pen to web-based. The challenges are not unlike the challenges that other professions have faced as they have already experienced the transition to electronic records and reporting.

A brief summary of the challenges:

- Inaccurate and incomplete data inputted
- Not saving information after entry
- Lack of confidence/skills to export information and review for quality control
- Concerns that the information that was being collected was being changed when only the collection method changed
- Mistakes in the syntax written by the University that caused inaccurate mid-year reports.
- Funded programs that are required to use the system that did not.

There have been tremendous improvements in all of these challenge areas with added time and experience throughout this year. Currently we have 522 registered users representing local family support programs. There are also 24 ECI Area Directors that are registered users of the system. The system contains records of 10,441 families that are participating in family support programming.

Coordinated Intake System

State-level Coordinated Intake System – Visiting Nurse Services of Greater Iowa was awarded funding to develop a state-level Coordinated Intake System for family support programming in conjunction with Early ACCESS (Part C.) The new system moved into production phase on July 1, 2014. The website is: www.iafamilysupportnetwork.org. All services are accessible via phone, email or on the IFSN website. Intake and Referral Specialists are available by phone M-F from 8am-6pm at 1-888-IAKIDS1 (1-888-425-4371).

ECI Area directors are reminded to please have their local funded programs register to be included in the website. Contact information and instructions are on the website.

Local Coordinated Intake System – Technical assistance is available to communities that are ready to implement a local system for coordinated intake from Lance Roorda, MIECHV service coordinator. All MIECHV contractors are charged with the development of a local coordinated intake system in their service delivery area. Local systems will interface with the state system. This interface will promote a seamless approach to referring families to family support services and early intervention services.

The Iowa Department of Public Health (IDPH) will be releasing a competitive request for proposals (RFP) that will provide additional funding to local areas to strengthen or implement their coordinated intake system for family support services. Interested parties need to watch the funding opportunity announcements on the IDPH home page for when the RFP is released. The ECI office will also send an announcement to all ECI Directors.

Evaluation and Continuous Quality Improvement Iowa is fortunate to be involved in two rigorous evaluations of home visiting programming through our involvement with the Maternal Infant and Early Childhood home visiting (MIECHV) program.

Mi-HOPE evaluation – Twelve sites in Iowa were selected to participate in the national Maternal, Infant and Early Childhood Home Visitation (MIECHV) evaluation. We are honored to represent the Midwest in this important work. The research design follows the gold standard of randomized control trials.

ISU home visiting evaluation - The ISU evaluation involves seventeen sites in Iowa and includes the following home visiting models; Nurse Family Partnership, Home-based Early Head Start and Healthy Families America. This evaluation utilizes a process design evaluation. The main thrust of the evaluation is to closely examine the content of home visits and determine effective practice. The evaluation has been underway for approximately eighteen months and some initial findings are emerging. The quality of our home visits is rated average. Home visitors in general are not utilizing parent-led child interaction frequently enough. Our next step is to begin to share these initial findings and implement training for improvement.

Technical Assistance to China – Janet Horras traveled to China this summer at the invitation of China's Health Ministry to provide technical assistance regarding the implementation of a national home visiting program. Specific technical assistance was requested on the development of data systems, model selection, evaluation, professional development and reflective supervision. The technical assistance and on-site conversations are continuing with the Chinese government and the China Research Development Foundation.

Virtual Home Visitor System – The virtual home visitor system contract was awarded to Quality Assist, Inc. as a result of a competitive request for proposals. The system design and development is underway.

TEXT4Baby – Iowa officially became a TEXT4Baby partner in this national initiative that is endorsed by the Centers for Disease Control. Mothers receive three free text messages a week, timed to their due date or their baby's birth date, through pregnancy and up until the baby's first birthday. The messages address topics such as labor signs and symptoms, prenatal care, urgent alerts, developmental milestones, immunizations, nutrition, birth defect prevention, safe sleep, safety, and more. To learn more: <https://www.text4baby.org/index.php/about>

Professional Development – There are a number of professional development projects happening simultaneously. The following represents a quick list of some of the major projects that are underway:

- *Learning Management System (LMS) portal and Adverse Childhood Experiences Learning Modules* – the contract to host the LMS has been temporarily awarded to Iowa State University (ISU) Extension. A permanent contract will be issued at the completion of a competitive RFP process later this month. The portal houses the online learning management system for family support. It currently houses the Adverse Childhood Experiences online learning modules. You do need to complete a simple registration process with ISU extension to access the learning modules but there is no cost and they are open to the public. This link will provide you with additional information and a link to the modules.
<http://www.iowaaces360.org/online-training.html>
- *Learning Management Competency Modules* – The contract for the development of online learning modules was awarded to Quality Assist, INC. The creation of the modules is well underway and on schedule. The modules are scheduled to be available March 2015. The learning management modules will reflect training and skill building for workers and supervisors that reflect the Iowa Family Support

Professional's core competencies. The learning modules will prepare family support professionals to successfully complete a competency assessment.

- *Competency Assessment* – A contract to develop a standardized competency assessment has been issued to Quality Assist, INC. They are subcontracting with the developer of the GOLD assessment that is in wide use in Iowa. The online assessment will be housed in the learning management system and is based on the core competencies for family support professionals. The learning modules are an important support to ensure that professionals are prepared to be assessed.
- *TEACH family support scholarships* –Iowa Association for the Education of Young Children (IAEYC.) IAEYC is offering a TEACH scholarship for family support professionals to earn their bachelor's degree and some limited graduate certificate programs. Currently there are 16 participants in the TEACH program that represent every region in the state. Two are pursuing associate degrees and fourteen are pursuing bachelor degrees. The participants have earned an average grade point average of 3.71 during the spring and summer semester.
- 2nd Annual combined Prevent Child Abuse Iowa and Iowa Family Support Network conference – **April 13 – 15, 2015** – Save the Date!

ECI Component Groups

Governance, Planning and Administration

Co-Chairs: Shanell Wagler, Shanell.wagler@iowa.com

Michelle Stover-Wright, michellesw@cfpciowa.org

Group Responsibility

- Design and oversee the implementation of governance, planning, and administrative structures within the early care, health and education system
- Develop a plan to create an infrastructure for the smooth functioning of the ECI Stakeholders
- Plan and implement activities that support the professional development of ECI Stakeholders in the area of systems development and cultural competence

Accomplishments/Successes (Past 12 Months)	Top Five Priorities in the next 3 Months	Particular Challenges
<ul style="list-style-type: none">• Continuing focus on Equity and Diversity via the ECI Equity Advisory Committee. Applied for and receiving targeted TA from the National BUILD Initiative focusing on leadership and professional development. Continued a series of cultural competency trainings for key stakeholders across the state.• Developed key policies and procedures for the ECI Stakeholders Alliance.• Developed an orientation process for the ECI Steering Committee.	<ul style="list-style-type: none">• Convene workgroup focused on the development of recommendations to increase family engagement and input for the ECI Stakeholders Alliance.• Continued focus on the coordination of the ECI Equity Advisory Committee and BUILD TA.• Complete policy and procedures development for ECI SA.• Coordinating strategic plan for ECI SA. Identify progress, areas for improved coordination and movement.	<ul style="list-style-type: none">• Governance component group would benefit from expanded membership including local representatives.• Identifying and implementing strategies to engage parents in a meaningful way across Iowa's early childhood system.

Professional Development:

Co-Chairs: Melissa Schnurr, Melissa.Schnurr@iowa.gov
Carrie Sadders, carrie@micaonline.org (September 2014)

Group Responsibility

- Support the professional development system established with the Framework developed in 2009, through development and implementation of a Steering Committee and oval sector strategic plan.
- Continue to promote the integration of a professional development system with current initiatives that support the delivery of quality services to children and their families
- Advise ECI regarding a statewide infrastructure that systematically supports quality professional development

Accomplishments/Successes (Past 12 months)	Top Five Priorities in the next 3 Months	Particular Challenges
<ul style="list-style-type: none">• Career pathways for teacher and administrator roles completed.• Core Knowledge document, established by the HMHN team, finalized and hard copies are now being disseminated.• United Way WAGES pilot began October, 2013. Additional grant funding secured in 2014 for administrative time and three additional pilots.• Articulation summit held on May 21, 2014 at UNI.• Iowa Early Learning Standards training curriculum completed and available via the ECI website.• Early Childhood Personnel Center Intensive TA began – work aligns with work of PD Component group.	<ol style="list-style-type: none">1. Improve communication among system components (buy-in from all levels in public and private sectors).2. Get the group grounded in implementation science.3. Improve PD website (update, ensure all products posted, etc.) by requesting Quarterly Leadership Team Report prior to PD Executive Meetings.4. Develop and vet a training approval framework.5. Restart work on universal competencies.	<ul style="list-style-type: none">• The work happens on top of committee members' job responsibilities.• Turn-over with the PD Coordinator.• Several low attendance meetings.• Struggling with implementing several products (for example, IELS, career pathways, quality PD measures).

Public Engagement

Co-Chairs: Leslie Stonehocker, lstonehocker@orchardplace.org
Rhonda Rairden, Rhonda.Rairden@idph.iowa.gov

Group Responsibility

Public Engagement (PE) is responsible for increasing advocacy in support of child and family-friendly policies, increasing commitment for a comprehensive early childhood system, and supporting parents as consumers of early childhood services.

Accomplishments/Successes (Past 12 months)	Top Five Priorities in the next 3 Months	Particular Challenges
<ul style="list-style-type: none">• Sponsored Day on the Hill event, featuring Linda Smith from the Administration for Children and Families• Developed messaging document and fact sheets to educate policymakers on the importance of investments in early childhood• Restructured component group format, focusing workgroups around three primary audiences: Business Leaders, Policymakers and Parents/Caregivers	<ul style="list-style-type: none">• Update component group's implementation plan• Prepare for 2015 Day on the Hill• Collaborate with existing community efforts to educate policymakers on the topic of brain development• Develop and promote tools to assist early childhood stakeholders with advocacy efforts• Review and update early childhood parent website• Messages for social media	<ul style="list-style-type: none">• Lack of designated staff support for this work• Lack of funding to develop products/campaigns• Lack of expertise in marketing and communication• Agency policies that restrict advocacy work

Results Accountability

Co-Chairs: Terie Taylor-Wolf, Twolf@UnitedWayDM.org *
Deb Scrowther, debra.scrowther@iowa.gov

**Note: A change in the co-chair position representing the 'private' sector occurred in September 2014. Ashley Otte, Iowa AEYC will be filling this leadership role.*

The Results Accountability (RA) component group is responsible for providing the early care, health and education system with analysis of and guidance about data to achieve the ECI Results.

The group's Core Functions:

- Advise/provide input regarding the data systems that track progress on outcomes and benchmarks.
- Regularly analyze data to guide continuous improvement and inform planning, policy development, and operations.
- Connect data across the comprehensive early childhood system to answer critical policy questions.

Accomplishments/Successes (Past 12 months)	Top Five Priorities in the next 3 Months	Particular Challenges
As the advisory body for the Early Childhood Data System Framework Project, the work culminated in a report completed by the contractor. With no funding to move the recommendations forward, this work is on hold.		
In conjunction with the ECI State Office, the FY13 Annual Data Report for the ECI Initiative was released.	Gather the data and release the FY14 Annual Data report for the ECI initiative, January 2015 (including the newly adopted indicators)	Work with the new agencies/sources to ensure accurate collection and reporting of the data for the new indicators.
Researched current data available and proposed state wide indicators. A data dictionary was developed. Meetings with Depart of Ed for their input and recommendation to replace the indicator no longer tracked in the way reported were held. Presented the proposed indicators to the ECI Exec Committee in August 2014 and the ECI Stakeholders Alliance for approval in September 2014.	Present the Proposed ECI State Indicators to the ECI State Board for adoption, September 2014.	

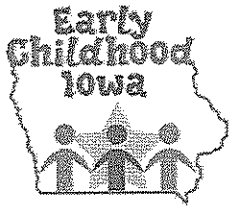
Quality Services and Programs

Co Chairs: PJ West, PJ.West@idph.iowa.gov
Danielle Peterson, dmpeterson@fouroaks.org

Group Responsibility:

- expand early learning environments and opportunities, with attention to those meeting a minimum desired level of quality
- create and maintain links with entities that support the development and improvement of services at a local, state and regional level
- incorporate evidence-based knowledge for early care and education, family support programs, health services and other programs and services that serve young children and their families

Accomplishments/Successes (Past 12 months)	Top Five Priorities in the next 3 Months	Particular Challenges
<p>Co-chairs of the 5 QSP workgroups were brought together to discuss next steps of QSP and for updates of the workgroups.</p> <p>5 QSP workgroups continue to meet on a consistent basis and continue the work to assure quality services and programs.</p> <p>After a hiatus, the QSP Component Group held a meeting to review group responsibilities receive updates from the 5 workgroups, talk about the future of the component group including next steps and follow up.</p>	<p>More consistent communication and updates from the 5 QSP workgroups shared out to the larger QSP Component Group.</p> <p>Regularly scheduled QSP Component Group meetings both in person and online.</p> <p>QSP Co-Chairs will share out information from ECI SA and SC meetings with the larger QSP Component group on a regular basis.</p>	<p>The work of the QSP Component Group has changed since it's inception with workgroups really doing the work of what was once done by the larger QSP Component Group. As a whole, we have decided it's important to continue with the QSP Component group and to regularly share out the work of the 5 workgroups, as well as getting others involved in those workgroups. Many of our QSP Component group members are already involved in those workgroups.</p>



2015 Early Childhood Iowa Meetings

ECI State Board

10:00 – 1:00

January 9

April 3

June 5

September 4

November 6

ECI State Dept. Directors

8:30 – 9:30

February 6

March 6

May 1

August 7

October 2

December 4

ECI Stakeholders Alliance

3 – 4 Hour meetings

February 10 (AM)

May 12 (PM)

September 8 (AM)

December 8 (PM)

ECI Steering Committee

Time Varies

January 8 (9:00 AM – Noon)

March 12 (9:00 – 4:00 PM)

April 2 (9:00 AM – Noon)

June 4 (9:00 AM – Noon)

August 4 (9:00 AM – 4:00 PM)

October 1 (9:00 AM – Noon)

November 5 (9:00 AM – Noon)

ECI Area Directors

All day

April 8

(June will be regional meetings)

September 16

December will be regional meetings)

Early Childhood Iowa Day on the Hill

March 5th, 2015



Early Childhood Iowa Area Board
Serving Adair, Dallas, Madison, and Warren County

August 8, 2014

Early Childhood Iowa
Joanne Lane, ECI Board Chairperson
Room 12, Ground Floor
State Capitol Building
Des Moines, Iowa 50319

Dear Ms. Lane,

The state Early Childhood Iowa board designated the 4 R Kids ECI Area Board as Model board effective July 1, 2014 through June 30, 2019. Model status provides for incentives, including funding flexibility. Therefore the 4 R Kids Early Childhood Iowa Area Board is kindly requesting action regarding funding flexibility for programming in FY2015 as well as for the next four years at the September 5, 2014 Early Childhood Iowa Board meeting.

The 4 R Kids ECI Area Board is requesting to utilize \$42,000 of FY14 carryover school ready family support funding for preschool support, child care needs and health services. Below is the data and rational for the request.

(1) Request to support additional preschool tuition scholarships and support early learning environments.

- This request fits a priority in the 4 R Kids community plan - Quality early childhood education settings.
- This request fits two strategies in the community plan - (1) provide preschool tuition scholarships for families in need and (2) support incentives for quality improvement efforts for early learning environments.

Rational and data for the need:

- The percent of families in the 4 Kids ECI Area with both parents working with children under the age of 6 is 2.3% higher than the state average.
- The number of preschool tuition scholarships increased 18% from FY2013 to FY2014.
- Dallas County is the fastest growing county in Iowa; the population grew from 66,135 in 2010 to 74,641 which is a 11.4% increase in three years.
- The 5 population under 5 in the 4 R Kids ECI Area is 8.2%, which is 1.9% higher than Iowa.
- The fastest growing school district in Iowa is Waukee Community Schools and they have not applied for statewide voluntary preschool funding, therefore leaving gaps.
- Adel-Desoto-Minburn Community School district applied and received statewide voluntary preschool funding but currently they are not participating in the program, therefore leaving gaps.
- Total child care spaces listed with CRR decreased from FY12 (9,375) to FY13 (8,990) by 15% but the under 5 population grew considerably in the 4 R Kids ECI Area.

1011 Pear Avenue, Prescott, Iowa 50859
www.4rkids-eci@gmail.com

RECEIVED

AUG 12 2014

IOWA DEPT. OF
MANAGEMENT

Phone 641-344-2250
4rkidseci@gmail.com



Early Childhood Iowa Area Board
Serving Adair, Dallas, Madison, and Warren County

Detailed solution

- (1) Allocate an additional \$10,000 for preschool tuition grants for children at or below the 200% of the federal poverty level utilizing school ready family support funding.
- (2) Allocate an additional \$12,000 for child care quality mini grants to qualifying child care environments utilizing school ready family support funding.
- (3) Allocate an additional \$15,000 for preschool quality improvement mini grants utilizing school ready family support funding.

(2) Request to support preschool health needs.

- This request fits a priority in the 4 R Kids community plan - health services.
- This request fits strategies in the community plan - To support programs that provide awareness regarding dental, medical, nutrition, immunizations, lead prevention, prenatal care and development milestones.

Rational and data for the need

- There are less "Core Programs" in Dallas County, which increases the need for other services such as preschool dental screenings.
- The under 5 population in the 4 R Kids ECI Area is 8.2%, which is 1.9% higher than Iowa.
- The fastest growing school district in Iowa is Waukee Community Schools and has not applied for statewide voluntary preschool funding, therefore leaving gaps.
- Adel-Desoto-Minburn Community School district applied and received statewide voluntary preschool funding but currently not participating in the program, therefore leaving gaps.

Detailed solution

Allocate an additional \$5,000 for preschool dental screenings utilizing school ready family support funding.

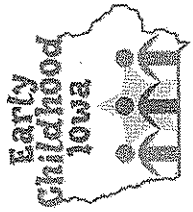
The 4 R Kids Early Childhood Iowa Area Board utilizes their community plan and the strategies within it, however the categorical funds restrict meeting the needs of families. The Board kindly requests funding flexibility to meet the needs stated above. Thank you for your consideration to allow funding flexibility for this year and for the next 4 subsequent years.

Sincerely,

Bob Ockerman
4 R Kids ECI Board Chairperson

CC Shanell Wagler

[illegible]



**Corrective Action Plan for
Probationary Status
Levels of Excellence**
(to be completed by the ECI Area Board)

Name of ECI Area: SHIP (Ida & Woodbury County)

Date Corrective Action Plan Submitted: 8/15/14

Date Correction Action Plan Approved by Area Board: _____

Date of Levels of Excellence Visit: 4/25/14

Please submit completed form to the Early Childhood Iowa Office.

Item (See Levels of Excellence Review Matrix for items to be corrected)	Action Steps to be taken to meet Requirement	Target Completion Date	Completion Date (This column to be completed by the TA Team Member)
Update the SHIP's Early Childhood Community Plan	<ul style="list-style-type: none"> • Update the geographic/demographic data profile • Update adopted indicator data (data that meets the definition of community-wide) • Include diversity and trend data • Indicators are linked to the needs assessment information • Determine if additional fiscal assessment data can be determined • Review needs assessment and determine if anything should be added for this update • Have a planning session to review and update priorities: share/discuss the data/information plan to link to the board's 	March 31, 2015	

	priorities		
	<ul style="list-style-type: none"> Review and strengthen the way the board evaluates the effectiveness of the plan and the programs funded 		
Update the SHIP's Bylaws	<ul style="list-style-type: none"> 8-25 board members is a large range, still okay? Ensure Iowa Law is reference Ensure open meetings used for all meetings Insert how public can find records Art. 3, section 3.10 does not meet law for posting meetings 	October 2014	
Financial statements are complete and accurate when submitted	<ul style="list-style-type: none"> Quarterly review Reconciliation of finances monthly Utilize the fiscal committee to assist Receive TA from state as necessary Review list of fiscal agent responsibilities to ensure all duties are fulfilled 	June 2015	
Fiscal Process -- Administration	<ul style="list-style-type: none"> Determine a cost allocation methodology for all identified indirect items 	TBD	
ECI Director Job Description	<ul style="list-style-type: none"> Update job description (shows 6/13 and has both SHIP and SHIP-AS) 	October 2014	
Information from ECI Director meetings need to be shared with board	<ul style="list-style-type: none"> ECI Director needs share all information from quarterly meetings with SHIP board 	September 2014	
Achieved quorum and maintained 75% of the scheduled board meetings	<ul style="list-style-type: none"> Can a board member have a representative sit in for them in their absence? (Not allowed by ECI in Tool LL) More detail needs to be completed on attendance and absence of board members 	September 2014	
Meeting minutes	<ul style="list-style-type: none"> Minutes include attendance as well as when members are absent Minutes provide enough information to summarize the board's discussion on a matter 	September 2014	
ECI Director has an annual review, reviewed by ECI board	Ensure annual review completed and reviewed by ECI board	September 2014	

Annual review of the board is conducted	<ul style="list-style-type: none"> • Need to have annual review of board • Show the description of the process (focus groups, public forums, surveys, notes from advisory group meetings) 	January-March 2015	
Fiscal audit completed based on ECI State Board adopted guidance	<ul style="list-style-type: none"> • ECI Area must utilize the note disclosure form provided by the state for transparency • Formal communication with State Office during audits • Update ECI Office as fiscal advisory committee addresses any fiscal issues 	March 2015	
Monitoring conducted by the state results in no significant findings	<ul style="list-style-type: none"> • Cost allocation process needs to be strengthened for Admin and Indirect • Reach out to local experts for guidance 	March 2015	
Written fiscal procedures and separation of duties	<ul style="list-style-type: none"> • Update information with SHIP-AS now dissolved • Develop clear and understandable procedures regarding these items • Provide quarterly update to ECI Office 	September 2014	

Corrective Action Plan Approved.

Signature of Area Board Chairperson	Date	Signature of ECI Technical Assistance Team Member	Date
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Corrective Action Plan Completed.

Signature of Area Board Chairperson	Date	Signature of ECI Technical Assistance Team Member	Date
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