



Board of Directors Meeting Minutes

January 29, 2018

1201 S. Briggs Avenue, Durham, NC 27703

Present: Diamond Bethea, Ilene Britt, Linda Chappel, Cathy Collie-Robinson, Phillip Harris, Brenda Howerton, Ashley Taylor Jacobs, Mike Lee, Karen O’Mansky, Michael Page, Donna Rewalt, James Spencer

Absent/excused: Bob Ashley, Deric Boston, Drew Cummings, Ellie Erickson, Jason Jones, Joanne Pierce, David Reese, Delphine Sellars, Queron Smith

Guests: Justine Wayne **Staff:** Laura Benson + 2, and intern Alaya Reynolds

Cathy Collie-Robinson called the meeting to order at 3:11 with a quorum. She thanks board members for adjusting their schedules given that the January 18th meeting had to be cancelled due to inclement weather.

| Agenda Item | Summary of Discussion | Motion | Action |
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| Gathering and Call to Order | The FY 116-17 Annual Report was distributed: “Building Together.” Laura announced that the Early Childhood Community Forum will be rescheduled for March 10, due to inclement weather earlier this month. Alaya Reynolds, a UNC-CH senior, was introduced as a new intern, along with new staff: Nicole Gonzalez, Melissa Radice Peguero, and Jeffrey Cabrera, all serving in the NCPK program area. | | |
| Consent Agenda Approving: Board minutes; Spending analyses | No concerns were highlighted. Donna Rewalt asked that her attendance be checked for the 11/16/18 board meeting. | It was moved to approve the Consent Agenda items. Motion: Brenda Howerton Second: Phillip Harris Not voting due to conflict of interest: None | Motion carried |
| Agenda Modifications Public Comment | None. | | |
| NCPre-K Program Report -Attendance Report Oct-Dec 2017 -NC Pre-K Spending Analysis -Durham Pre-K Preschool Expansion Management Services | Laura presented the initial NC Pre-K attendance report as requested by the board. Robust discussion followed, including: <ul style="list-style-type: none"> ▪ Attendance looks better than expected but not stellar ▪ This level of program dosage won’t achieve the school readiness results we want for our community ▪ How can we gauge how important the program is to families? ▪ What are the barriers to participation and more regular attendance? ▪ On the chart, add % of students and break down by month (this | It was moved to approve the NC Pre-K spending analysis. Motion: Ashley Taylor Jacobs Second: Donna Rewalt Not voting due to conflict of interest: None | Motion carried |

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| | <p>was the first report iteration)</p> <ul style="list-style-type: none"> ▪ Other technicalities of the report data were shared as the board attempts to better understand attendance and slot usage <p>-The NC Pre-K Spending Analysis was presented. The School Readiness committee did not meet due to the snow, and they will consider reassigning a portion of DPS's slots to other sites that anticipate being able to fill them.</p> <p>-Laura and Linda informed the board regarding DPfC and CCSA's submission of a joint proposal for Pre-K Management Services in response to Durham County's bid, which was due 1/25/18.</p> | | |
| <p>Smart Start</p> <p>-DPIL</p> <p>-Reach Out and Read</p> <p>-Smart Start Year 2 RFP summary Chart</p> | <p>-Laura presented the two new literacy initiatives to the board: Dolly Parton's Imagination Library and Reach Out and Read. They are being funded with Smart Start dollars through NCPC, and an RFP was offered to community agencies that may be interested in bidding. No responses were received to either program, and specific agencies that might have been most interested specifically declined. Laura explained the programs as represented in the CADs and the funding associated with each.</p> <p>-A summary chart of the proposals received from currently funded partners for Year 2 of Smart Start funding was reviewed. The board discussed the fact that one currently funded program did not meet the submission deadline, and the late proposal that was submitted had significant program changes and a different activity title. It is the recommendation of the Allocations Committee that this proposal not be included for consideration for continued funding.</p> | <p>It was moved to approve that DPfC would provide DPIL implementation following the proposed CAD as an in-house activity.</p> <p>Motion: Karen O'Mansky Second: Ashley Taylor Jacobs</p> <p>Not voting due to conflict of interest: None</p> <p>It was moved to approve that DPfC would provide Reach Out and Read implementation following the proposed CAD as an in-house activity.</p> <p>Motion: Jim Spencer Second: Brenda Howerton</p> <p>Not voting due to conflict of interest: None</p> | <p>Motion carried</p> <p>Motion carried</p> |

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| <p>Early Childhood Community Profile / Evaluation Report</p> | <p>Justine Wayne made a presentation to the board regarding the preliminary FY 16-17 Early Childhood Community Profile Data, explaining the new indicators and how DPfC has performed against NCPC’s standards. There was important discussion regarding the indicators in which DPfC does not meet minimum standards, noting the change in requiring child care quality to be met for each age group of children 0-5, rather than as a whole. She also discussed the draft evaluation report. This data will be central to the strategic planning process going forward, especially for the next Smart Start RFP to be distributed in fall, 2018 for FY 19-20 funding.</p> | | |
| <p>Governance</p> <ul style="list-style-type: none"> - Revised bylaws -FY 16-17 Audit and Single Audit Reports | <p>-A copy of the revised bylaws was circulated with changes highlighted. Any input will be received by the Executive Committee, which will consider accepting the new bylaws at its February meeting. A motion at this time was deferred so that the board could have more time to consider.</p> <p>-The FY 16-17 audit and single audit reports were distributed electronically, with the offer of bound hard copies available to anyone by request.</p> | <p>It was moved to receive and accept the FY 16-17 audited financial statements and single audit.</p> <p>Motion: Linda Chappel Second: Phillip Harris</p> <p>Not voting due to conflict of interest: None</p> | <p>Motion carried</p> |
| <p>OTHER BUSINESS and ADJOURN</p> | <p>The meeting adjourned at 4:50 p.m.</p> | | |