

DECAL - Bright from the Start**Meeting Minutes**

Printed : 7/22/2014 4:23 PM EST

**Board of Early Care and Learning Meeting
2/7/2008 9:00:00 AM**Bright from the Start: Georgia Department of
Early Care and Learning
10 Park Place - 6th Floor Boardroom - Atlanta,
GA

Holly A. Robinson, Commissioner

Attendees - voting members

Luann Purcell	Chair
Ted Mallory	Vice Chair
Gabrielle Braswell	Board Member
Janice Gallimore	Board Member
Dixie Kinard	Board Member
Maggie Martinez	Board Member
Victor Morgan	Board Member
Carlene Talton	Secretary
Melissa Turner	Board Member

Attendees - other

Cecelia Dorsey	Administrative Assistant
Tiffany Gibson	Board Liaison
Sophal Lackey	Board Liaison
Leslie Lowe	Chief Financial Officer
Mary Mazarky	Assistant Commissioner for Pre-K
Ashley Peacock	Legal Services Manager
Holly Robinson	Commissioner
Karen Robinson	Assistant Commissioner for Programs
Justine Strickland	Assistant Commissioner for Child Care

1. eBOARD Training

Pablo Pittaluga, with the Georgia School Boards Association, trained board members on eBoardsolutions, a new version of eBoard, before the board meeting officially began.

2. Call to Order**3. Approval of Agenda and Minutes**

- a. Approve agenda for 2/7/08 meeting

Motion to approve 02/07/08 meeting agenda. Board members Victor Morgan and Ted Mallory moved and seconded to accept the agenda as presented.

Motion made by: Ted Mallory

Motion seconded by: Victor Morgan

Voting

Unanimously Approved

b. Approve minutes from 11/1/07 meeting

Chair Purcell asked if there were any corrections/changes to the minutes of the last board meeting in November 2007. No one offered any changes. Victor Morgan moved that the minutes from the November meeting be accepted as presented. Gabrielle Braswell seconded the motion. Minutes were accepted.

Motion made by: Victor Morgan

Motion seconded by: Gabrielle Braswell

Voting

Unanimously Approved

4. Inspiration

Chair Purcell's inspiration was a story about a little boy who wanted to meet God. To start his journey, he packed his suitcase with a bag of chips and a six-pack of root beer. Chair Purcell stated people come into our lives for a reason, a season, or a lifetime. Embrace all equally! Chair Purcell presented each board member with a bag of chips. Chair Purcell officially thanked Tiffany Gibson for her service and gave her a bag of chips as the special thanks for all her help, support, and wonderful work with the board.

5. Bright from the Start Presentations

Commissioner Robinson introduced new staff to the board. With Tiffany Gibson's leaving, Sophal Lackey is assuming the new board liaison responsibilities, while maintaining her current role in Human Resources. Sophal is now the key contact person for the board. Commissioner Robinson introduced Cecelia Dorsey. Cecelia's responsibilities are to support Sophal on board related work. Cecelia will also assist Commissioner Robinson and Ashley Peacock. Cecelia will assist Ashley Peacock during the legislative session to monitor relevant legislation at the Capitol. When the session is over, Cecelia will assist Mark Waits. Commissioner Robinson expressed her joy in having Sophal and Cecelia on her team. Commissioner Robinson stated in her Commissioner's Report the new Organizational Chart will reveal additional changes within BFTS. Later in the day, Commissioner Robinson will introduce the new mission and vision statement in her Commissioner's report. Chair Purcell expressed how much she enjoyed the December BFTS staff conference.

a. Pre-K Update

Mary Mazarky started her presentation with a Pre-K "success" story about the Debra and Rennard Vann family. In 1994 Tiffany Vann the Vann's eldest daughter, enrolled in the Pre-K program at Rainbow Elementary School. Mary highlighted one of the requirements for the Pre-K program is all parents must be involved. Debra Vann got involved attending workshops and being named to the Parent Advisory Council. When Mrs. Vann's second daughter Ashley entered the program the following year in 1995, they continued to inspire other parents through their leadership to get involved in Pre-K. This year, 2008, Tiffany Vann will graduate. Tiffany has been accepted at five colleges. Her sister Ashley is a junior and an honor student at Southwest Dekalb High School. The Governor recognized the Vann family in his 2008 state of the state speech.

Also in his state of the state speech, the Governor awarded Pre-K 1000 additional slots for the 2008-2009 school year.

Ms. Mazarky shared the goals for the Pre-K Program. She stated their goal is always to collect accurate data. Pre-K will explore ways to collect roster and waiting list data more accurately. Another goal concerns building capacity in areas of high need. Currently, the Pre-K program has over 76,000 children enrolled with 98% funded slots filled. Generally Pre-Ks' highest capacity is at the third roster. Ensuring consultant reliability is important, too. Data will be tracked month by month for the purposes of trend analysis and to identify any anomalies in the data. This will influence the way providers are paid. To date, 11 charter schools have become involved in Georgia's 2008-2009 Pre-K Program Initiatives in the 2008-2009. The intent of these initiatives is to build capacity, raise standards, and improve program quality. Every child should have the highest quality when entering a classroom. Six counties, Dekalb, Gwinnett, Fulton, Cobb, Chatham, and Clayton, with waiting lists equal 51% of the total statewide list. The goal of Pre-K is to target expansion in the counties with the largest waiting lists. The Pre-K division has developed a capacity building strategy including, producing new provider brochures and having more informative meetings in R&R's, Head Start partnerships, and child care services.

The National Institute for Early Education Research (NIEER) scores Pre-K programs using 10 criteria: this year they scored Georgia's Pre-K Program an 8 out of 10. Next year's score should be higher as Georgia Pre-K begins requiring a CDA (a higher credential) for all Teacher Assistants. This requirement will be accomplished in a three-year phase. All Teacher Assistants will have an automatic waiver. Board member Melissa Turner expressed concerns about the challenges faced by teacher assistants obtaining CDAs. Ms. Turner stated students cannot get into the technical schools to obtain a higher credential. She also stressed the three-year phase in may not allow enough time since students are unable to get into the programs. Ms. Mazarky stated BFTS is raising standards and is establishing goals to help Teacher Assistants earn their CDA. Commissioner Robinson stated Pre-K will continue to work on building capacity, as well as, looking at more ways for the CDA requirement to be achieved. Commissioner Robinson expressed how important it is to raise standards across Georgia. Chair Purcell asked about surveying the technical colleges to see if they are having any issues with teacher assistants receiving their CDA. Commissioner Robinson stated, "Whenever we make a change in teacher requirements we will continue to look at areas that need attention." Commissioner Robinson encouraged board members to get involved. Commissioner Robinson stated in order to get our Pre-K program back to national recognition changes are inevitable.

Pre-K applications for 2008-2009 will be available to providers 2/1/08. All applications are due by 3/10/08. All applications will be online; providers must use PANDA (Pre-K online database) to participate in Georgia's Pre-K Program. Ms. Mazarky ended by saying "In some way every decision we make affects a child." Board member Ted Mallory congratulated Ms. Mazarky on her presentation and the fine work presented to the board. Commissioner Robinson expressed how hard each department is working to be aligned and integrated to support each other.

b. Nutrition Services Update

Karen Robinson presented to the board the statistics on child obesity, statistics on Bright from the Start's (BFTS) food programs, and the nutrition education projects. She opened her presentation with hunger and obesity statistics for the

southeast region. Specifically for Georgia, the CDC indicated Georgians classified overweight are also considered obese. She emphasized obesity is now a problem that affects children as well. Addressing hunger and healthy eating must begin with a change in behavior at an early age. One approach to addressing healthy meals is through Bright from the Start's food programs: the Child and Adult Care Food Program (CACFP) and the Summer Food Service Program (SFSP). These programs provide healthy food during the school year and summer months. (See slides for specific details). Bright from the Start also monitors the programs to ensure compliance at the local level. The CACFP has received two awards: "Enhancing Program Efficiency through Technology" in 2004 and "Innovative Training and Technical Assistance" in 2006. BFTS Nutrition Services partners with other state agencies to promote healthy eating habits through development of nutrition education kits. These kits are promoted and marketed through training and public service announcements.

c. Babies Can't Wait Update

Justine Strickland opened her presentation stating 11,000 children are served each year by BCW, The need for BCW is clear. The program is currently being restructured at the state level. At the local level, several counties are withdrawing from the program primarily for financial reasons. To remain a viable program, BCW needs an operational and financial plan. Furthermore, BCW needs to work more closely with other divisions of DHR, DOE, and Head Start to determine areas in Georgia where children are vulnerable and underserved. (See attached PowerPoint presentation.)

6. Committee Meetings

7. Lunch

8. Committee Reports

a. Communications

Gabrielle Braswell reminded the board to forward association, affiliations, membership, and potential sponsor contact information to her. She will then forward the information to Todd Blandin. Concerning public service announcements (PSA), she emphasized the need for underwriting in order for the announcements to get an appropriate broadcast spot. The Georgia Early Learning Conference is tentatively scheduled for April 23-25, 2009. She asked for the board's assistance to reach out to businesses they know which might sponsor this conference. She stated BFTS will provide a copy of the balanced scorecard to each member in the future. She explained the "talking point" cards for the board are currently on hold.

b. Budget & Finance

Carlene Talton reported BFTS's recent FBI audit of background checks "faired very well." She applauded BFTS for being open and having good findings with its Purchasing Card (P-card) records. The Finance Committee had no action items.

c. Programs

Victor Morgan opened with thanks and compliments to the Assistance Commissioners for their morning presentations. He noted the collaboration between the programs. The Programs Committee agrees the higher standards for Pre-K providers will "raise the bar." The Programs Committee is pleased with the collaborative approach to ensure standards are aligned with military program standards. The committee had no action items.

9. Commissioner's Report

a. Organizational Chart

b. Mission & Vision Statements

Commissioner Robinson presented the new mission and vision statements to the board. She emphasized how these statements clearly tied to the balanced scorecard.

c. Legislative Update/Budget

Commissioner Robinson updated the board on House Bill 904, which would require national finger print checks for all early care and education workers and on the legislation establishing Pre-K for three year olds.

d. AEAH and COO Updates

Commissioner Robinson explained about her participation in these two groups of state executives. The meetings provide a great time for networking and for raising the profile of early-care and education. AEAH is made up of the leaders of the seven education agencies in Georgia. COO Direct Reports meeting is for the agency heads who report directly to the Governor.

e. Bright from the Start Cards

Commissioner Robinson stated this portion of her presentation will be given at the end of the meeting.

10. Action Items/Comments

Chair Purcell commended the new mission and vision statements. She moved for the board to affirm the new statements; Carlene Talton seconded. Chair Purcell requested a copy of the board's balanced scorecard. She stated this board is an active board that wants to remain informed. She closed with her looking forward to a full board. Leslie Lowe requested the board's feedback concerning the date for the board's retreat. She mentioned May as the better month to plan the retreat to address the new Office of Planning and Budget strategic plan requirements and to revisit the balanced scorecard. Commissioner Robinson asked the board to help with the strategic plan and for assistance in locating possible retreat facilities that are outside of Atlanta. Janice Gallimore welcomed Commissioner Robinson and Dixie Kinnard. Chair Purcell stated she continues to be astounded by the board meeting and how this meeting was particularly productive and timely. Commissioner Robinson: Bright from the Start Cards: Commissioner Robinson presented the board with the Bright from the Start cards at the end of the meeting. She encouraged the board to share the cards at other meetings of groups in which they are involved. Each card highlights BFTS statistics. Also, posters and banners have been produced and will be used during meetings.

Motion made by: Luann Purcell
Motion seconded by: Carlene Talton

Voting
Unanimously Approved

11. Adjournment

Chair Purcell thanked Commissioner Robinson for her leadership and thanked everyone for his/her attendance and participation in the meeting. She then adjourned the meeting.

Board Chair

Board Secretary

DECAL - Bright from the Start**Meeting Minutes**

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**Board of Early Care and Learning Meeting
5/15/2008 9:00:00 AM**Bright from the Start: Georgia Department of
Early Care and Learning
10 Park Place - 6th Floor Boardroom - Atlanta,
GA

Holly A. Robinson, Commissioner

Attendees - voting members

Luann Purcell	Chair
Ted Mallory	Vice Chair
Carlene Talton	Secretary
Dixie Kinard	Board Member
Victor Morgan	Board Member
Gabrielle Braswell	Board Member
Melissa Turner	Board Member

Attendees - other

Todd Blandin	Public Relations Manager
Craig Detweiler	CIO/COO
Cecelia Dorsey	Administrative Assistant
Sophal Lackey	Board Liaison
Megan Larkins	Office of Planning & Budget
Leslie Lowe	Chief Financial Officer
Mary Mazarky	Assistant Commissioner for Pre-K
Ashley Peacock	Legal Services Manager
Holly Robinson	Commissioner
Karen Robinson	Assistant Commissioner for Programs
Justine Strickland	Assistant Commissioner for Child Care
Mark Waits	Executive Assistant

1. Call to Order

Vice Chair Ted Mallory opened the meeting. Commissioner Robinson introduced Craig Detweiler, new CIO/COO, and provided his background and experience.

2. Approval of Agenda and Minutes

- a. *Approve agenda for 5/15/08 meeting

Vice Chair Ted Mallory motioned to approve the 05/15/08 meeting agenda. Board member Victor Morgan seconded to accept the agenda as presented. Voting: Agenda approved unanimously.

Motion made by: Ted Mallory

Motion seconded by: Victor Morgan

Voting

Unanimously Approved

- b. *Approve minutes from 2/7/08 meeting

Vice Chair Ted Mallory asked if there were any corrections/changes to the minutes of the last board meeting on February 7, 2008. No changes were offered. Board member Carlene Talton motioned for the February 7, 2008, meeting minutes to be accepted as presented. Victor Morgan seconded the motion. Voting: Minutes unanimously accepted and approved.

Motion made by: Carlene Talton

Motion seconded by: Victor Morgan

Voting

Unanimously Approved

3. Inspiration

Vice Chair Ted Mallory shared an inspirational story from an article written to the Northwest Passages editor. The article, titled Unknown Soldier: one Northwest Airline pilot story, recounts how a pilot's flight duties one evening included carrying on board the remains of an American soldier.

4. Bright from the Start Presentations

a. Technology Update

Mr. Detweiler stated he wants to make IT a service-focused unit, and introduced short-term and long-term priorities. (See slides for details.) Vice Chair Ted Mallory asked if there was any pushback from talking to DOE about leveraging infrastructure. Mr. Detweiler responded that DOE has been very receptive. Vice Chair Ted Mallory asked what determined immediate priorities. Mr. Detweiler stated the immediate priorities were priorities already in motion. Commissioner Robinson said some priorities came from requests and comments from providers and parents. Since data collection has been an issue, Bright from the Start needed to focus on providing information to providers and parents. Board Secretary Carlene Talton asked if the unique identifier will be linked with testing numbers; Ms. Mazarky confirmed this to be the case. Board member Victor Morgan commented on the importance of making Pre-K assessments available online to teachers and hopes it comes to fruition.

b. Pre-K Update

Ms. Mazarky reported how Bright from the Start has addressed capacity building. (See slides.) Pre-K created a new formula that includes waiting list numbers, graduation rates, and saturation rates to identify 18 targeted counties. As a result, applications doubled this year. All Pre-K applications have been reviewed. The target date for having all programs notified is May 30, 2008, ahead of last year's timeline. Ms. Mazarky will conduct statewide information meetings in June on the changes in rosters, waiting list reporting, and probation. She will also address the Pre-K curriculum review, assistant teacher credentials, and the "facelift" to Pre-K standards. Pre-K will give a one-time materials and equipment allocation to Pre-K programs that have been with Georgia Pre-K for ten years or more. Commissioner Robinson thanked the Governor and Office of Planning and Budget (OPB) for making this possible. Board member Melissa Turner asked how a change in ownership affects the replenishment allocation. Leslie Lowe stated if Bright from the Start's database does not have a record of the change, the provider will not be eligible. Ms. Turner requested a list of the 18 counties. She also asked whether providers have to sign contracts before the information meetings are scheduled, and if so,

what if providers don't understand all they are signing. Ms. Mazarky responded contracts must be signed by June 30th, and providers can hand back their Pre-K class at any time. Commissioner Robinson highlighted the importance of increasing the quantity and quality of applications. Vice Chair Ted Mallory congratulated Ms. Mazarky on the great numbers. Board member Victor Morgan commented on the importance of encouraging providers to move from first-come first-served to a lottery system when registering kids for Pre-K. Ms. Mazarky explained programs still have a choice but the department will continue to strongly encourage providers use a lottery. Commissioner Robinson summarized other efforts: calls to superintendents, partnerships with private providers, and working with special needs and vocational schools. Justine Strickland mentioned that Georgia is one of the pilot states chosen to be a part of a grant for inclusion.

c. CCS and Head Start Updates

Ms. Strickland shared that Georgia's regulations are more than two decades old, and Georgia is ranked very low in basic and safety measures. (See slides.) CCS staff researched the rules from the top 10 ranking states and adapted these states' rules to fit Georgia. Bright from the Start will add developmentally appropriate practices (DAP), include activities in all developmental domains, and increase staff qualifications and ratios for center programs. In recent community roundtables, providers told Bright from the Start they need incentives and support to handle changes. One approach is to phase in rule changes. Bright from the Start is also working to blend Pre-K and Head Start to serve more children. Last, Bright from the Start is in partnership with the Governor's Office for Children and Families and will pilot the Strengthening Families approach in 10 counties during FY09, with a focus on helping parents become socially connected in order to improve their parenting skills. Pre-K has a big role in this effort. Board member Melissa Turner commented that changing group size will change the size and arrangement of the room and can be very expensive. Changing group size will be difficult. Ms. Strickland agreed, and she is working closely with Ashley Peacock to look at the law.

d. (Break)

e. Quality Initiatives and Nutrition Services Updates

Ms. Robinson reported that Quality Initiatives is forming a committee to review the R&Rs' role and services and is researching how other states operate. Another internal committee will examine how to ensure consistent technical assistance and review the results of technical assistance. Raising the qualifications to provide technical assistance is being considered. The Summer Food Service Program (SFSP) is working with DOE closely on outreach to targeted counties. Nutrition Education is contracted with UGA to determine how training and information kits are being used by providers. Nutrition Services was approached by the Robert Wood Johnson Foundation to work more on nutrition education. Commissioner Robinson added that R&Rs receive an enormous amount of federal dollars, and Bright from the Start wants to make sure providers are getting their money's worth. Before renewing R&R contracts, new strict criteria will be applied. As changes roll out, constituents may push back and call board members. Board member Melissa Turner mentioned the lack of response from her local R&R. Vice Chair Ted Mallory commented he can sense the team's effort and urgency for action and affirmed the board's support.

f. Budget Update

Ms. Lowe began her presentation with budget information: Total FY08 Funding - \$451.8 million, Total FY09 Funding - \$463.7 million. Ms. Lowe explained the bulk of these funds are Pre-K dollars. (See slides.) With the new 1,000 Pre-K slots, there are a total of 79,000 slots. Board member Melissa Turner asked if providers will take a cut with the 1% increase for providers and 2.5 % increase for teachers. Ms. Lowe explained that the increases are all added on top and there is no cut in order to obtain the increase.

g. Questions and Comments

5. Board Member Updates

Board member Gabrielle Braswell opened by stating she is continually gaining a better understanding of Bright from the Start. Board member Melissa Turner provided an update on her center visits with Commissioner Robinson, stating that during visits in Gwinnett County she could see the "teacher" in the Commissioner. Board member Carlene Talton also updated the board on her center visits with the Commissioner. She was impressed with both centers. She encouraged other board members to visit centers with Commissioner Robinson. She announced her June 30th retirement. Board member Victor Morgan updated the board on the two recent Centers of Distinction in his district. Board member Dixie Kinard shared details of her visit to the Center of Distinction in Dalton County. She reported how the center's director was so excited to be a part of the Providers Roundtable meetings. Ms. Kinard also had the opportunity to speak with Governor Perdue about the good work of Bright from the Start. Ms. Kinard asked if board members could attend the Pre-K information meetings. Ms. Mazarky welcomed board members to attend. Vice Chair Ted Mallory encouraged board members to attend. Mr. Mallory commented on the good work and staff at the two centers he visited in Fayette County. He also had the opportunity to speak with John McCain and shared his compliments of Bright from the Start's board with the Senator.

6. Committee Meetings/Lunch

7. Committee Reports

a. Communications

Communication Chair Gabrielle Braswell reported on the upcoming public service announcements related to Nutrition Services. There may be a need to explore ways to get underwriting. She also updated the board on the various PR materials. All the materials will have one unified identity. The board needs to determine the level of comfort and appropriateness of reaching out to sponsors. The board discussed what is appropriate to ensure no conflict of interest. This topic is tabled until Mr. Peacock provides a list of initiatives for the board to review. Ms. Braswell asked the board how often it wants to receive communication. The board agreed to receive communication through the regular department e-mail distribution.

b. Budget and Finance

Budget and Finance Chair Carlene Talton reported to the board on the FY09 appropriations. The biggest change is in the lottery funding and the 1,000 additional Pre-K slots. Strategic planning will be discussed by Ms. Lowe in more

detail later in the meeting.

c. Programs

Program Chair Victor Morgan emphasized the desire to raise the bar for programs. Ms. Strickland asked for approval from the board to move ahead to raise standards in four areas for centers. With the approval to move ahead, then Bright from the Start can proceed with the process to have public hearings and rule changes. Mr. Morgan said the programs committee recommends that the board move forward. Mr. Peacock read one of the rules being considered for change before the board votes. The board was given the rule changes in advance of the meeting.

i. Voting on Rules

Mr. Morgan recommended that the Board move forward with the rulemaking process to adopt the following four rules: 591-1-1-.03, 591-1-1-.14, 591-1-1-.21, and 591-1-1-.33. Mr. Morgan moved. Ms. Turner seconded. Voting: Unanimously Approved. Motion carries. Vice Chair asked Mr. Peacock to explain the other rule for consideration, 290-2-2-.05. Mr. Peacock announced the rule change to be exemption for faith-based programs that are accredited by other accrediting organizations. Ms. Talton motioned. Ms. Kinard seconded. Voting: Unanimously Approved. Motion carries.

Motion made by: Carlene Talton
Motion seconded by: Dixie Kinard

Voting
Unanimously Approved

8. Commissioner's Report

a. Center Visits

Commissioner Robinson is also looking forward to more center visits with the rest of the board.

b. Legislative Update/Budget

Commissioner Robinson announced Ashley Peacock as the new Chief Legal Officer. He will now be a part of the Cabinet. Commissioner Robinson updated the board on recent legislation. There was struggle with a couple of the bills. House Bill 1169 passed. Only a handful of large private schools were affected by this bill.

c. Organizational Chart

Commissioner Robinson announced Ashley Peacock as the new Chief Legal Officer. He will now be a part of the Cabinet.

d. Mission and Vision Statements

Commissioner Robinson showed the board the new mission and vision statement cards. All meeting schedules will be sent to Sophal Lackey, who will then pass the dates to the board. Commissioner Robinson is also looking

forward to more center visits with the rest of the board.

e. Pre-K Funding Formula and Providers Roundtable

Commissioner Robinson discussed the quarterly Providers Roundtable meetings. Each roundtable has had over 20 representatives from various associations, including representatives from private and public providers across the state; superintendents; family and military providers; charter school and Head Start programs; and faith-based organizations. The goal is to have all the providers at one table, provide information, and have a forum for discussion. The meetings have been received with enthusiasm and have opened up diverse and higher level discussion. Vice Chair Ted Mallory noted the meetings provide a lot of benefits. Commissioner Robinson acknowledged Megan Larkins and explained the Pre-K funding formula process. She met with Teresa MacCartney to discuss the formula, and the formula was decided on with both the Cabinet and OPB's support. The meeting included two to three representatives from the Senate, House, other agencies, business people, and public and private organizations. Board member Gabrielle Braswell was in attendance, representing the board. Commissioner Robinson also discussed the growing diversity of Pre-K classes.

f. (Break)

9. Strategic Plan

Ms. Lowe explained the department's balanced scorecard strategy map (laminated sheet with color coded boxes). Board member Victor Morgan expressed concerns with the change to auto attendant and how this change affects the communication objectives. Vice Chair Ted Mallory asked how widely the map is distributed. Ms. Lowe answered every employee in the agency has one. Vice Chair Ted Mallory then asked how often employees hear about the balanced scorecard, and how often the board will hear about it. Ms. Lowe responded she hopes employees hear about it every month, and the board will hear about it every quarter. Bright from the Start's three-year strategy plan is directed from the Governor's Office and matches the balanced scorecard. This plan has been submitted to OPB and the State Personnel Administration (SPA). Bright from the Start will also prepare a one-year operational plan, due to OPB May 31st. The board's strategy map was developed for and by the board last August. The board has its own scorecard. Ms. Lowe asked the board to do the following in time for the next board meeting in August: 1) Answer the question, "How did the board do during FY08?" (Count what you did representing the board.) 2) Answer the question, "Where does the board need to make adjustments in FY 09?" (Keep or adjust targets/measures/etc.) 3) Set targets for two areas that did not have targets before. Board member Victor Morgan noted the reason for not setting the targets was due to the difficulty of identifying measures. The board survey will be done again this year, and this year's results will be compared with last year. Vice Chair Ted Mallory asked if the board would set annual goals at a retreat. Commissioner Robinson recommends the board waits until all board members are named before scheduling a retreat. Ms. Strickland shared how even administrative assistants understand the balanced scorecard. Board member Dixie Kinard agreed when she commented how Dalton's balanced scorecard is not nearly as clear as Bright from the Start's scorecard. Board member Victor Morgan also agreed. Commissioner Robinson commended Ms. Lowe on her outstanding job with the balanced scorecard.

10. Adjournment

For the final comments, board member Melissa Turner commended Commissioner

Robinson for her "amazing grasp" of all the important issues in such a short amount of time. Commissioner Robinson responded with her appreciation of the board's willingness to help. She noted Bright from the Start's need for a strong board to support the department. Vice Chair Ted Mallory closed with acknowledging Bright from the Start's excitement and urgency for action. He enjoyed the center visits and encouraged the board to do the "homework" for the strategic plan. August 14th is the next board meeting. Board member Dixie Kinard moved to close the meeting. Board member Victor Morgan seconded. Motion carries. Vice Chair adjourned the meeting.

Motion made by: Dixie Kinard
Motion seconded by: Victor Morgan

Voting
Unanimously Approved

Board Chair

Board Secretary

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Holly A. Robinson, Commissioner

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Maggie Martinez	Board Member
Victor Morgan	Board Member
Melissa Turner	Board Member

Attendees - other

Craig Detweiler	CIO/COO
Cecelia Dorsey	Administrative Assistant
Sophal Lackey	Board Liaison
Megan Larkins	Office of Planning & Budget
Leslie Lowe	Chief Financial Officer
Mary Mazarky	Assistant Commissioner for Pre-K
Ashley Peacock	Legal Services Manager
Holly Robinson	Commissioner
Karen Robinson	Assistant Commissioner for Programs
Justine Strickland	Assistant Commissioner for Child Care

1. Call to Order

Chair Luann Purcell called the meeting to order and welcomed new board members Elizabeth Ragsdale and Carolyn Ormsby. She introduced the board ethics and codes for this inaugural board meeting.

2. Approval of Agenda and Minutes

- a. *Approve agenda for 8/14/08 meeting

Victor Morgan moved to approve the agenda for the day, Ted Mallory seconded. Agenda unanimously approved.

Motion made by: Victor Morgan
Motion seconded by: Ted Mallory

Voting
Unanimously Approved

- b. *Approve minutes from 5/15/08 meeting

It was asked whether previously pointed out corrections had been made to the

board meeting minutes of May 15, 2008. These corrections were confirmed. Ted Mallory moved to approve the minutes, Maggie Martinez seconded. Minutes unanimously approved.

Motion made by: Ted Mallory

Motion seconded by: Maggie Martinez

Voting

Unanimously Approved

3. Inspiration

Chair Luann Purcell shared an inspirational video called "212°: The Extra Degree" (www.212movie.com) pointing out the difference one degree makes between water and steam. Considering the difference one second makes in the Olympics, Michael Phelps's ability to focus was lifted up as an example for the board. Each board member was given a replica gold medal as a reminder that the board is going for the gold as it stands up for the children of the state.

4. Bright from the Start Presentations

Commissioner Robinson congratulated Carlene Talton on her retirement and introduced the Bright from the Start portion of the agenda.

a. Pre-K Update

Mary Mazarky introduced a summary of Pre-K funding and of current Pre-K projects. (See slides.) She reminded the board that numbers are fluid at this time. The Pre-K Special Allotment is now showing results. Roster and website search engine changes have been completed. She shared the goal to have full programs and full payments for providers, so more children are served and providers are more stable. Mr. Mallory asked how quickly the number of available Pre-K slots reported by the search engine is updated. Six rosters are now being collected per year. Commissioner Robinson expressed her pride in this new capability. She commented how these changes are a result of all divisions working together. She also recognized the hard work of the Pre-K division in the field.

b. Technology Update

Craig Detweiler reported a new project to revamp the entire website in a similar way to the search engine. He showed the new web search functions for Pre-K, child care, and nutrition, noting how the search results are populated with very detailed information. The search function received television coverage from both Donna Lowery and Clark Howard. Dr. Ormsby asked where to find the search engine on the website. Mr. Detweiler showed board members the location. He also reported updated rosters will help with payments and clean data. A Georgia Testing ID (GTID) will be assigned to each Pre-K child once GADOE finishes its part in October. The GTID will be used to house assessment data and track children from Pre-K thru grade 12. A grants application web feature will be completed in the next month. The department has been fully upgraded to Windows XP and Office 2007.

c. Review of FDCH Rule Changes

Justine Strickland reported four major proposed rule changes for Family Day

Care Homes have been developed in a department-wide effort. (See Family Day Care Home Overview Info.) These are targeted rules which would place Georgia among the nation's top ten states immediately. The next steps for the proposed changes are board approval, public hearings, and the legal process. The Commissioner affirmed the need for basic health and safety improvements, stating there is no reason for Georgia to rank low in these areas. Mr. Morgan approved of the process followed and stated his ongoing concern for excellence and quality especially in family settings. He added one has to be very careful what is said in rules, noting there are always supporting documents to rules. He believes these changes will move Georgia ahead without overwhelming our providers. Mr. Mallory added his appreciation for the process as well, noting these changes clearly move Georgia ahead in quality.

d. (Break)

e. Quality Initiatives & Nutrition Services Updates

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e. Pre-K Funding Formula & Providers Roundtable

The Pre-K funding formula has been revised by a committee composed of board member Gabrielle Braswell, two state legislators on appropriations (one each from the Senate and the House), the Office of Planning and Budget, two business representatives, and representatives from public and private providers. The committee's recommendations are currently being finalized. Results have been shared with the Governor's Office but not released publicly yet. The question was raised if there is a plan in place if lottery dollars should plummet, similar to the way the Hope Scholarship has a list of triggers and contingency plans. A list of possibilities of triggers for Pre-K is being vetted now. Commissioner Robinson emphasized the benefits of initiating a list of solutions rather than have solutions imposed in an emergency. Pre-K funding has had three inflationary adjustments since 1996 but these adjustments have not been enough. However, Kindergarten funding has had no adjustments, so Pre-K is not alone. Bright from the Start is not holding association meetings or

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f. Economic Impact Study

Bentley Ponder reported the Economic Impact report will be posted on the website on August 18. Findings are being reported by R&R region as well as statewide. Key findings include the \$4.1 billion in economic activity generated by the industry. Another important finding is incomes enabled by child care are between \$13 billion (based on the 2000 census) and \$39 billion (based on the more stringent 2006 American Community Survey). The workforce development survey results provide key demographic information on the early care and education industry, including the impact of Pre-K in raising the education level of the workforce. Mr. Blandin pointed out the study findings raise awareness of early education as a statewide and national industry, which encourages raising the professionalism of the industry. Dr. Ponder emphasized the study used a conservative methodology, making it harder to criticize.

g. Customer Service Awards

Ms. Lowe shared the Governor's Office of Customer Service has pushed customer service as a mandate for every state agency. Three Bright from the Start teams have received recognition in the last few months: Renee Parlier and the family unit for implementing Live Scan which achieves much faster results; Margie Landers for the efficient transition of units; and a cross-agency team for designing and implementing the web search engine. The Chair asked if the pictures with the Governor from these recognitions are on the web site. The agency will check on obtaining these photos.

10. Adjournment

The next board meeting will take place on November 13, 2008. Ms. Martinez motioned to adjourn, Ms. Turner seconded, and the board unanimously agreed. The Chair adjourned the meeting at 2:00 p.m.

Motion made by: Maggie Martinez

Motion seconded by: Melissa Turner

Voting

Unanimously Approved

Board Chair

Board Secretary

DECAL - Bright from the Start**Meeting Minutes**

Printed : 7/22/2014 4:24 PM EST

**Board of Early Care and Learning Meeting
8/14/2008 9:00:00 AM**Bright from the Start: Georgia Department of
Early Care and Learning
10 Park Place - 6th Floor Boardroom - Atlanta,
GA

Holly A. Robinson, Commissioner

Attendees - voting members

Luann Purcell	Chair
Ted Mallory	Vice Chair
Carlene Talton	Secretary
Janice Gallimore	Board Member
Dixie Kinard	Board Member
Maggie Martinez	Board Member
Victor Morgan	Board Member
Melissa Turner	Board Member

Attendees - other

Craig Detweiler	CIO/COO
Cecelia Dorsey	Administrative Assistant
Sophal Lackey	Board Liaison
Megan Larkins	Office of Planning & Budget
Leslie Lowe	Chief Financial Officer
Mary Mazarky	Assistant Commissioner for Pre-K
Ashley Peacock	Legal Services Manager
Holly Robinson	Commissioner
Karen Robinson	Assistant Commissioner for Programs
Justine Strickland	Assistant Commissioner for Child Care

1. Call to Order

Chair Luann Purcell called the meeting to order and welcomed new board members Elizabeth Ragsdale and Carolyn Ormsby. She introduced the board ethics and codes for this inaugural board meeting.

2. Approval of Agenda and Minutes

- a. *Approve agenda for 8/14/08 meeting

Victor Morgan moved to approve the agenda for the day, Ted Mallory seconded. Agenda unanimously approved.

Motion made by: Victor Morgan

Motion seconded by: Ted Mallory

Voting

Unanimously Approved

- b. *Approve minutes from 5/15/08 meeting

It was asked whether previously pointed out corrections had been made to the

board meeting minutes of May 15, 2008. These corrections were confirmed. Ted Mallory moved to approve the minutes, Maggie Martinez seconded. Minutes unanimously approved.

Motion made by: Ted Mallory
Motion seconded by: Maggie Martinez

Voting
 Unanimously Approved

3. Inspiration

Chair Luann Purcell shared an inspirational video called "212°: The Extra Degree" (www.212movie.com) pointing out the difference one degree makes between water and steam. Considering the difference one second makes in the Olympics, Michael Phelps's ability to focus was lifted up as an example for the board. Each board member was given a replica gold medal as a reminder that the board is going for the gold as it stands up for the children of the state.

4. Bright from the Start Presentations

Commissioner Robinson congratulated Carlene Talton on her retirement and introduced the Bright from the Start portion of the agenda.

a. Pre-K Update

Mary Mazarky introduced a summary of Pre-K funding and of current Pre-K projects. (See slides.) She reminded the board that numbers are fluid at this time. The Pre-K Special Allotment is now showing results. Roster and website search engine changes have been completed. She shared the goal to have full programs and full payments for providers, so more children are served and providers are more stable. Mr. Mallory asked how quickly the number of available Pre-K slots reported by the search engine is updated. Six rosters are now being collected per year. Commissioner Robinson expressed her pride in this new capability. She commented how these changes are a result of all divisions working together. She also recognized the hard work of the Pre-K division in the field.

b. Technology Update

Craig Detweiler reported a new project to revamp the entire website in a similar way to the search engine. He showed the new web search functions for Pre-K, child care, and nutrition, noting how the search results are populated with very detailed information. The search function received television coverage from both Donna Lowery and Clark Howard. Dr. Ormsby asked where to find the search engine on the website. Mr. Detweiler showed board members the location. He also reported updated rosters will help with payments and clean data. A Georgia Testing ID (GTID) will be assigned to each Pre-K child once GADOE finishes its part in October. The GTID will be used to house assessment data and track children from Pre-K thru grade 12. A grants application web feature will be completed in the next month. The department has been fully upgraded to Windows XP and Office 2007.

c. Review of FDCH Rule Changes

Justine Strickland reported four major proposed rule changes for Family Day

Care Homes have been developed in a department-wide effort. (See Family Day Care Home Overview Info.) These are targeted rules which would place Georgia among the nation's top ten states immediately. The next steps for the proposed changes are board approval, public hearings, and the legal process. The Commissioner affirmed the need for basic health and safety improvements, stating there is no reason for Georgia to rank low in these areas. Mr. Morgan approved of the process followed and stated his ongoing concern for excellence and quality especially in family settings. He added one has to be very careful what is said in rules, noting there are always supporting documents to rules. He believes these changes will move Georgia ahead without overwhelming our providers. Mr. Mallory added his appreciation for the process as well, noting these changes clearly move Georgia ahead in quality.

d. (Break)

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meetings with representatives of narrow sections of the state. Instead, the agency has initiated providers' roundtables. Only providers are invited (about 25 to each meeting) and two-thirds of the invitees rotate in and out. There is a balance of representation between public and private providers including faith-based, military, family, centers, Head Start, technical college, and university providers. Meetings include updates and open discussion, and the agency has received solid constructive input and good questions. Ms. Mazarky added the feedback is very positive, and providers feel connected and part of the agency's process. Chair Luann Purcell requested minutes of the providers roundtables be sent to board members.

f. Economic Impact Study

Bentley Ponder reported the Economic Impact report will be posted on the website on August 18. Findings are being reported by R&R region as well as statewide. Key findings include the \$4.1 billion in economic activity generated by the industry. Another important finding is incomes enabled by child care are between \$13 billion (based on the 2000 census) and \$39 billion (based on the more stringent 2006 American Community Survey). The workforce development survey results provide key demographic information on the early care and education industry, including the impact of Pre-K in raising the education level of the workforce. Mr. Blandin pointed out the study findings raise awareness of early education as a statewide and national industry, which encourages raising the professionalism of the industry. Dr. Ponder emphasized the study used a conservative methodology, making it harder to criticize.

g. Customer Service Awards

Ms. Lowe shared the Governor's Office of Customer Service has pushed customer service as a mandate for every state agency. Three Bright from the Start teams have received recognition in the last few months: Renee Parlier and the family unit for implementing Live Scan which achieves much faster results; Margie Landers for the efficient transition of units; and a cross-agency team for designing and implementing the web search engine. The Chair asked if the pictures with the Governor from these recognitions are on the web site. The agency will check on obtaining these photos.

10. Adjournment

The next board meeting will take place on November 13, 2008. Ms. Martinez motioned to adjourn, Ms. Turner seconded, and the board unanimously agreed. The Chair adjourned the meeting at 2:00 p.m.

Motion made by: Maggie Martinez

Motion seconded by: Melissa Turner

Voting

Unanimously Approved

Board Chair

Board Secretary

DECAL - Bright from the Start**Meeting Minutes**

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**Board of Early Care and Learning Meeting
11/13/2008 9:00:00 AM**Bright from the Start: Georgia Department of
Early Care and Learning
10 Park Place - 6th Floor Boardroom - Atlanta,
GA

Holly A. Robinson, Commissioner

Attendees - voting members

Luann Purcell	Board Chair, District 8
Ted Mallory	Board Vice Chair, District 3
Carlene Talton	Board Secretary, District 5
Carolyn Ormsby	Board Member, District 4
Melissa Turner	Board Member, District 7
Gabrielle Braswell	Board Member, District 6
Dixie Kinard	Board Member, District 9
Janice Gallimore	Board Member, District 10
Victor Morgan	Board Member, District 11
Elizabeth Ragsdale	Board Member, District 2

Attendees - other

Craig Detweiler	CIO/COO
Cecelia Dorsey	Administrative Assistant
Megan Larkins	Office of Planning & Budget
Leslie Lowe	Chief Financial Officer
Mary Mazarky	Assistant Commissioner for Pre-K
Ashley Peacock	Chief Legal Officer
Holly Robinson	Commissioner
Karen Robinson	Assistant Commissioner for Programs
Justine Strickland	Assistant Commissioner for Child Care

Meeting Minutes

Also in attendance: Rob O'Callaghan, Research & Evaluation Assistant; Margie Landers, Finance & Personnel Director; Stacey Moore, Public Relations Director; Megan Ewald, Pre-K Consultant; Ellen Willaims, Public Guest; Devin Wright, Public Guest

1. Call to Order

Chair Luann Purcell called the meeting to order.

2. Approval of Agenda and Minutes

- a. *Approve agenda for 11/13/08 meeting

Vice Chair Ted Mallory moved to approve the agenda for the day, Secretary Carlene seconded. Agenda unanimously approved.

Motion made by: Ted Mallory

Motion seconded by: Carlene Talton

Voting

Luann Purcell - Yes
 Ted Mallory - Yes
 Carlene Talton - Yes
 Carolyn Ormsby - No Vote
 Melissa Turner - Yes
 Gabrielle Braswell - No Vote
 Dixie Kinard - Yes
 Janice Gallimore - Yes
 Victor Morgan - Yes
 Elizabeth Ragsdale - Yes

b. *Approve minutes from 8/14/08 meeting

Leslie Lowe explained there was a rounding error on the 8/14/08 budget report and submitted a correction. Vice Chair Ted Mallory moved to approve the minutes. Victor Morgan seconded. Minutes unanimously approved.

Motion made by: Ted Mallory

Motion seconded by: Victor Morgan

Voting

Luann Purcell - Yes
 Ted Mallory - Yes
 Carlene Talton - Yes
 Carolyn Ormsby - No Vote
 Melissa Turner - Yes
 Gabrielle Braswell - No Vote
 Dixie Kinard - Yes
 Janice Gallimore - Yes
 Victor Morgan - Yes
 Elizabeth Ragsdale - Yes

3. Inspiration

Chair Luann Purcell shared her experience visiting school districts in Alaska that can only be reached by airplane and where teachers have to live in rented housing provided by the schools. It was a reminder for her of the Native American side of the Thanksgiving holiday. She spoke of the need to recognize that there were some things that happened in our history that were very sad, but also to see Thanksgiving as an opportunity to remember the way things could have been. Likewise, any action the board takes can make a difference in what "could have been" because every decision shapes history.

4. Pre-K Award/Video

Commissioner Robinson announced the Pre-K Division won a Governor's Award in Customer Service for Team Excellence. The division was chosen from among 636 nominations from 49 agencies across the state. Pictures of the award presentation with the Governor were shared.

5. Bright from the Start Presentations

Commissioner Robinson reported the agency's FY 2010 budget request will include a

request for an additional 3,000 Pre-K slots. HOPE dollars have increased at a higher rate than Pre-K slots, she pointed out. A larger allotment is needed to “move the needle” in keeping up with demand, as reflected in the 8,000 plus children on waiting lists this year. She has been meeting with decision makers and asked the board to also speak with legislators. Vice Chair Ted Mallory requested a bulleted list of talking points for the board so members can present a consistent message. Today’s Atlanta Journal-Constitution carried a story about a national study that documents how middle-class families are struggling to afford pre-k. The study recommends universal pre-k programs such as Georgia’s. The agency will attach the article to the talking points to be sent to the Board.

a. Pre-K Update

Mary Mazarky gave a presentation on Pre-K funding and current Pre-K projects. (See slides.) She noted roster changes have given the agency greater confidence in reporting waiting list numbers. As a result, the agency is confident in its ability to fill an additional 3,000 slots. The agency will not continue to fund programs with low enrollment. She reported the fill rate of 99.21% is the highest it has ever been, meeting the Commissioner’s goal of 99%. In response to Melissa Turner’s question, she explained Pearson’s Work Sampling Online is an internet-based version of the Work Sampling System already being used in Georgia’s Pre-K Assessment. The online program enables teachers to enter children’s activities directly into a database rather than by paper and pencil. It also enables the agency to pull statewide data on child assessment. Rolling the system out statewide will require additional funds. The Commissioner pointed out the importance of Work Sampling in linking assessment to instruction. Ms. Mazarky added when Pre-K gets online with GTID, which will take 3 to 5 years, Kindergarten teachers will be able to look up their students’ Pre-K assessments. Ms. Mazarky also expects to increase the number of special needs children in Pre-K classes. The division is working with current programs and talking with new counties to expand collaboration models for inclusion.

b. Technology Update

Craig Detweiler gave a presentation on technology projects being pursued by Bright from the Start. The move to six Pre-K roster cycles is yielding cleaner data. Because of the transitory nature of the Pre-K population, the agency has worked to refine its ability to remove duplicates. After making modifications, the number of duplicates in the system has now been reduced to six. The data has never been that precise before. The agency’s new website will be implemented the first quarter of next year and will be much easier to navigate. With the help of Georgia Tech, the agency is also beginning to map data. The Commissioner commented on the usefulness of this capability with targeted counties. The agency can also target to the zip code level within a county.

c. Blended Program

Justine Strickland gave a presentation on blended caseloads for consultants, Pre-K/Head Start blended classrooms, and the rule revision process. (See slides.) In the implementation of blended caseloads for all consultants across provider types, the division mapped high density areas for centers and families and redistributed consultant coverage accordingly. As a result, travel requirements on consultants were reduced by giving them a tighter geographical area. The division is also working to ensure reliability for staff working across rules. Ms. Turner asked if the blended caseloads help manage

family day care caseloads. Ms. Strickland responded yes; this year every family day care home will now receive an annual visit. In another initiative, 25% (over 2,000) of Head Start eligible children are now in blended Pre-K programs. This model is being expanded in order to maximize the effect of funding. Bright from the Start is looking at how to increase the quality of services in areas with high-risk populations, where quality is the lowest. The agency is also considering which rules to change based on national research and consultant feedback. Every board meeting will introduce new proposed rule changes. The Commissioner affirmed these changes are major positive steps because many rules are outdated. Ms. Strickland reported the agency is also improving the response rates of home providers by working with the Department of Human Resources (DHR) to threaten the removal of federal subsidy funds for those that do not meet licensing requirements. Chair Luann Purcell commented this is a great improvement in services for children. Victor Morgan concurred. Vice Chair Ted Mallory thanked all the presenters for the quality of the information provided.

d. (Break)

e. Quality Initiatives & Nutrition Services Updates

Karen Robinson gave a presentation on Nutrition and Quality Initiatives programs and the ongoing evaluation of Child Care Resource & Referral (CCR&R) services. (See slides.) She reported Nutrition programs are meeting and exceeding the Balanced Scorecard measures for quality as well as quantity. Regarding the agency's goal of a 10% increase in national accreditations (NAEYC, NAFCC, NECPA, etc.) by 2012, she reported the national accrediting organizations have raised their standards so the effort at reaccreditation is also factored in. Ms. Turner requested providers with national accreditation be listed on the website. Ms. Robinson also reported on the task force examining the best configuration of CCR&R services. The 14 CCR&R regions were developed years ago based on former DHR districts. A move to fewer regions and consolidation of services is needed based on economy of scale. R&R agencies are on repeating 90 day contracts through this year while deliverables are measured. The Commissioner emphasized the need to guarantee a high return on investment and consistent quality services to children, since the CCR&R system is the highest allotment of the agency's quality dollars. In response to Ms. Turner's question, Ms. Robinson stated the agency will no longer fund GACCRRRA after their contract expires on December 31. Victor Morgan commented he foresees a better use of R&Rs through this process. Janice Gallimore inquired how a county enrolls in the Even Start program. Ms. Robinson responded new programs have not been funded due to lack of funding. Ms. Strickland added Early Head Start is an immediate resource for preschool age literacy. Ms. Robinson also reported every center in the state will receive a nutrition education CD and DVD on healthy eating and physical activity. The materials will also be placed on the agency website.

f. Budget Update

Leslie Lowe, Chief Financial Officer, presented actions taken by the agency to meet budget reductions. The trend of declining revenues is continuing, but the agency can make it all the way to 10% without furloughing staff. All nonessential travel requires her approval. The agency is under a hiring freeze. A recent GoToMeeting online meeting saved \$800 in travel, and the agency will save \$3,000 a year by replacing bottled water in the building with water filters. Business cards will not be typeset. She pointed out the Governor's budget

recommendations will be released in January. The Commissioner commented cuts have been strategic to keep critical roles affecting the safety and health of children intact. She expressed appreciation to the Governor's Office of Planning and Budget for working closely with the agency through the budget crisis. She also noted the importance of the efficiencies that have been brought about as a result of cuts. Ms. Lowe reported the agency has received its sixth straight clean audit.

g. Rule Update

Ashley Peacock, Esq, Chief Legal Officer reviewed recently enacted rule amendments for centers and provided a status report on previously approved rule amendments for family day care homes. (See slides.) The Family Day Care Home rules will take effect in January. Vice Chair Ted Mallory asked which rules raised the greatest concern in public hearings. Mr. Peacock responded providers primarily were worried they would be forced out of business by having to go back to school because of the new required credential qualifications. However, they were assured existing providers would be grandfathered in. Mr. Peacock presented new rule revisions for the board's consideration. The board discussed the rule requiring providers to receive agency communications by e-mail. Family providers are the most likely not to have an e-mail address. Ms. Strickland stated technical assistance will be given on how to obtain a free e-mail account and how to access the internet through a public library. Consultants will begin leaving this information on visits. Mr. Peacock added providers may also request a waiver variance if they are unable to access the necessary technology. Mr. Detweiler remarked the only foreseeable technology problem is if the agency's e-mail messages are routed to providers' junk mail boxes. They will need instructions on how to mark e-mails from the department and important third parties as safe. Vice Chair Ted Mallory affirmed the necessity of these rules and moved to accept the rules as presented. Chair Luann Purcell noted a vote on rules is later on the agenda, but since there was a motion she asked if anyone would second. Victor Morgan seconded. The board voted and rule revisions were unanimously approved.

h. Agency Personnel Update

Stacey Moore is the new manager in Public Relations; Todd Blandin has resigned. Valerie Neal and Harriette Bohannon have both retired after completing 30 years of service.

i. Questions & Comments

6. Board Balanced Scorecard Update

Leslie Lowe presented results of the board's annual self-assessment and reviewed the status of the board's Balanced Scorecard strategic measures. (See files.) The board's Balanced Scorecard organizational development target is based on the self-assessment scores and has already been exceeded. Self-assessment scores were high without exception, and on every item but one, scores had also improved since the previous assessment. The Balanced Scorecard quality target has already been met as well. She reminded the board the professional development target has been raised. The number of visits measure for the communication target may need revisiting. Mr. Morgan noted, when he is in a school for another purpose, he often asks to see the Pre-K program as well. Chair Luann Purcell pointed out the board may not be able to make many visits since the Commissioner's availability for travel has declined. Vice Chair Ted Mallory questioned whether board visits to early care programs are the

appropriate measure and whether board members should be visiting programs by themselves. Chair Luann Purcell asked the Board to think about how to word the measure and to e-mail their suggestions.

7. Committee Meetings/Lunch

Committees met during the lunch break. Upon reconvening, they reported on their work.

8. Committee Reports

a. Communications

Dixie Kinard reported for the Communications Committee. Stacey Moore will coordinate with the Commissioner to send strategic notifications to the board regarding hot button issues and talking points. The committee requests all board members to submit three or four organizations (in their area or ones they are associated with) a cabinet member could potentially address. Ms. Moore will review the cabinet's schedule once a month and let board members know who will be in their area for possible speaking engagements. She will also send press releases to the Board.

b. Budget & Finance

Carlene Talton reported for the Finance Committee. Leslie Lowe was asked to share the results of the FY 2008 audit and the status of the FY2009 budget. The audit report had no findings. The committee reviewed the final budget from FY2008. Ms. Lowe reported some funds were returned to the state budget including \$649,000 in lottery surplus. Almost half of these funds were unsubstantiated Pre-K expenses from prior year reconciliations. The remainder of the funds from "cleaned up" contracts and unexpended funds. Ms. Mazarky reported problems with reconciliations were from prior years; the agency is finding more unsubstantiated funds now because of increased efforts to monitor quality. For FY2009, Ms. Lowe noted the agency is tight but is managing the cuts and has been able to control them. Many of the savings will not be realized until the final six months of the year when the Martinez office closes. She also reported on P Card controls used in the agency.

c. Programs

Victor Morgan reported on quality improvement for the Programs Committee. Ms. Robinson reported changes in the scholarships and incentives program. Forty percent of incentives recipients were continuing to receive incentives after 3 years of no rise in credentials. In response, there has been an internal policy change limiting participation in incentives to one year. Justine Strickland reported on statewide inclusion and the agency's work with the Hilton Foundation looking at children with disabilities. Needs assessments are being conducted with the aid of geo-mapping and will be completed by February.

d. Ethics

Elizabeth Ragsdale presented a charter for the Ethics Committee. Chair Luann Purcell reminded the board the newly formed Ethics Committee does not yet have a charter and was tasked with drafting one. The board reviewed the draft and amended it to reflect agency activities would not fall under the Ethics Committee's purview. The committee moved to adopt the charter as amended.

The charter was unanimously approved. Dr. Ragsdale will serve as committee chair, Dr. Purcell as the only member until others can be appointed, and Mr. Peacock as the agency liaison. Chair Luann Purcell remarked how this committee exists as a support service to the other committees.

e. Voting on Rules

Chair Luann Purcell noted a vote on rules is later on the agenda, but since there was a motion she asked if anyone would second. Victor Morgan seconded. The board voted and rule revisions were unanimously approved.

Motion made by: Luann Purcell
Motion seconded by: Victor Morgan

Voting

Luann Purcell - Yes
 Ted Mallory - Yes
 Carlene Talton - Yes
 Carolyn Ormsby - No Vote
 Melissa Turner - Yes
 Gabrielle Braswell - No Vote
 Dixie Kinard - Yes
 Janice Gallimore - Yes
 Victor Morgan - Yes
 Elizabeth Ragsdale - Yes

9. Board Member Updates

Chair Luann Purcell invited board members to speak to the group. Dr. Ormsby expressed her appreciation to the other members and spoke of the value of the e-mail updates. Ms. Kinard requested a copy of one of the Commissioner's latest speeches. She also requested extra copies of the Economic Impact Report materials provided to board members. Print copies available through the study contract were provided to her. The board was reminded copies may be downloaded as well. Chair Luann Purcell encouraged board members to be mindful of budget concerns in their requests to the agency. Ms. Braswell asked to hear more specifically how board members promote the agency in formal and informal settings. Ms. Kinard stated she recently shared about the agency at a local meeting and will also speak of the agency at an upcoming leadership institute. Chair Luann Purcell noted parent meetings are also a good venue for mentioning the agency. Vice Chair Ted Mallory pointed out the value of short plugs for the agency's work in public venues. He also stated how useful he finds the small cards containing the mission and vision statements and shared he gives them out regularly. In response, more cards were made available to board members. Dr. Ragsdale would like to see more information reaching the public about the agency. The Commissioner stated she still wishes to speak publicly, but if it involves long distance travel it will take some work to make it happen. Ms. Talton asked how full the board is and was informed there is one more appointment remaining which will be filled by the next board meeting. Ms. Turner commented even though the child care industry is more difficult with the current state of the economy, the work remains important and things will get better with time. Ms. Kinard mentioned how high the high school dropout rate is and early education is where the state needs to be investing.

10. Board Roles & Responsibilities

Ashley Peacock reviewed the roles and responsibilities of board members. (See slides.) He explained one of the recurring issues with boards across the state is news reports of perceived conflicts of interest. Chair Luann Purcell commented how worthwhile these reminders are every year or even every 6 months. She also requested the board receive meeting and retreat dates as early as possible. She reminded the board of the attendance expectation and if things do come up preventing attendance, board members have joined the meeting through technology in the past.

11. Commissioner's Report

a. Mission & Vision Statements

The Commissioner reiterated the agency aligns everything it does to the mission and vision statements. Everyone who contracts with the agency is guided by these as well. The slide of the statements will be e-mailed to board members.

b. Early Learning Commission

This group will be meeting in Atlanta. The diverse group includes business people, last year's teacher of the year, and former UGA president Charles Knapp. .

c. Pre-K Funding Formula & Providers Roundtable

The Pre-K Funding Formula Committee's recommendations have been given to the Governor for consideration. No word is expected prior to the end of session. The committee's recommendations are an initial step. The next roundtable will meet November 14 for an agency presentation and open discussion. These meetings provide a forum for valuable feedback and exchange of ideas.

d. Commissioner's Activities

The Commissioner has been visiting with many education leaders in Georgia and continues to do community outreach. She shared pictures of her visit with Kathy Cox, State Superintendent of Schools, to the Pre-K class at Hillside Elementary in Roswell. She also shared a video of First Lady Mary Perdue reading Corduroy to a Pre-K class at the Governor's Mansion.

e. GAYC Conference

The agency partnered with GAYC in presenting the conference. Ms. Mazarky reported the agency held a focus group at the conference and received good results.

f. NBCDI

NBCDI held their national conference in Atlanta. The Commissioner was invited to lead a breakout session.

g. Pre-K Legislative Study Committee

The legislative study committee was formed to look into 3 year old Pre-K. Representative Tom Dixon and the rest of the committee members decided to focus solely on 4 year old Pre-K, particularly how to expand Pre-K among the

4-year-old population. At the committee's meeting, the Commissioner was the first presenter. She was able to present extensively on the entire history of Pre-K, curriculum, instruction, standards, professional development, data, and agency finances. Committee members listened carefully and asked substantive questions. The Southern Education Foundation (SEF) presented next, and in response to agency changes, they provided adjusted (or revised) information from their original report on Georgia's Pre K. The Southern Regional Education Board (SREB) presented and compared Georgia to other Southern states. Their presentation emphasized Georgia was first in per child funding among the seven Southern states which serve 20,000 children or more. The committee will meet next on November 20, which may be the final meeting.

12. Adjournment

As a final encouragement, Chair Luann Purcell shared a national news blast she came across in her work. The announcement stated, "Georgia pre-K advocates gain ground." She announced the next board meeting will take place February 12, 2009. Dates for remaining 2009 meetings are May 14, August 13, and November 12. Dr. Ragsdale motioned to adjourn, Janice Gallimore seconded, and the board unanimously agreed. The Chair adjourned the meeting at 1:45 p.m.

Motion made by: Elizabeth Ragsdale

Motion seconded by: Janice Gallimore

Voting

Luann Purcell - Yes

Ted Mallory - Yes

Carlene Talton - Yes

Carolyn Ormsby - No Vote

Melissa Turner - Yes

Gabrielle Braswell - No Vote

Dixie Kinard - Yes

Janice Gallimore - Yes

Victor Morgan - Yes

Elizabeth Ragsdale - Yes

Board Chair

Board Secretary