

OKLAHOMA PARTNERSHIP FOR SCHOOL READINESS

Board Meeting Minutes

Thursday, June 22nd, 2023 – 1:00 PM

Oklahoma Commission on Children and Youth

2915 N Classen Blvd., Ste 300, Oklahoma City, OK 73106

The agenda was posted at 2915 N Classen Blvd, Oklahoma City, OK 73106 on Wednesday, June 21, 2023, at 12:00 p.m.

Call to Order

OPSR Executive Director, Carrie Williams, called the meeting to order at 1:02 p.m.

Roll Call and Declaration of Quorum

OPSR Board Secretary, Angie Clayton, called roll and recorded attendance. Quorum was met.

Members Present

Christin Bollinger, Angie Clayton, Dr. Marny Dunlap, Jacqueline Evans, Tonya Garman, Gina McPherson, Joann Carter, Annette Wisk Jacobi, Marshall Vogts, Sada Knowles, Amanda McCabe, Jennifer Stepp, Rachel Proper, Joyce Marshall, Audra Haney, Brett Vanderzee, Sharon Morgan

Members Present by Video (Zoom Video)

Curtiss Mays (1:10 p.m.), Dr. Effiong (1:10 p.m.)

Members Not Present

Polly Anderson, Darrell Strong, Deborah Shropshire, Jennifer King, Brittany Lee, Paula Brown, Zoe Campbell, Kevin Corbett, Natalie Currie, Trisha Hutcherson, Dr. Katharine Curry, Tina Floyd, Melinda Freundt, Allison Garrett, Brent Haken, Brent Kisling, Shellie Schlegel, Melissa Larimore, Jon Pederson, Keith Reed, Lorri Essary, Carrie Slatton-Hodges, Anthony Stafford, Annie Van Hanken, Ryan Walters, Vicki Weaver Payne

Staff Present

Carrie Williams, Stephanie Lippert, Angela Rodriguez, Gabrielle Jacobi, Daphne Peschl, Jon Trudgeon, Leslie Castro, Amber Cuyler, Joncia Johnson (virtually)

Guests Present

Linda Manaugh, *Potts Family Foundation*; Katie Quebedeaux, *Faith Learning Center*; Kelly Carter, *OSDE*

Approval of Minutes

Carrie presented the board meeting minutes from the meeting held on 2/23/23. Sarah Roberts made a motion to approve, and Jennifer Stepp seconded the motion. Annette Wisk Jacobi and Audra Haney abstained. All others were in favor by roll call vote.

Chairperson Comments

OPSR Executive Director Carrie Williams welcomed board members and designees.

Review of OPSR Financial Report (Dr. Marny Dunlap and Carrie Williams)

Dr. Dunlap, OPSR Partnership Board Treasurer, presented the financial report provided in the meeting materials and shared a brief overview of OPSR's four contracts with Oklahoma Department of Human Services (OKDHS): Base Contract, Preschool Development Grant, Clearinghouse, and Child Care Resource and Referral. Dr. Dunlap reported that the OKDHS Base contract total was \$779,100, and the amount spent to date is approximately \$552,000. The Oklahoma Clearinghouse for Early Childhood Success contract is approximately \$2.635 million with \$615,000 spent, and the Childcare Resource and Referral contract is \$5.7 million with approximately \$3 million spent. The PDG budget has 9.1 million remaining to spend. Dr. Dunlap reported that OPSR is on track to spend most of the dollars for all contracts.

FY23 Budget

Carrie Williams reported that PDG is a 12-month budget that runs on a calendar year and will have a carryover for year 2. Because of the grant cycle of a calendar year, it is difficult to present PDG in this format. Carrie reminded board members that PDG is a 3-year contract beginning December 31, 2022, with two renewals and ends December 30th, 2025. Clearinghouse, as of January, has spent less on new projects than was expected. Further, Carrie reported that CCRR added 1.4M for SFCCN in January 2023. Many expenses come in in the 4th quarter, and claim invoices take time to receive and are about 60 days in arrears. Funds are on track to be spent for the CCRR contract.

FY24 Budget

The preliminary budget presented to OKDHS for the base contract remained the same at 779,100. The proposed budget for CCRR is 5.6M and Clearinghouse at 12.9M. For FY24, PDG is estimated to be 12.7M, as OPSR is allowed to receive more funding from OKDHS in the second year of the grant. FY24 total budget is 24.4M. Carrie reported that OPSR has had a 300% increase in the budget since FY21.

Carrie reported that planned PDG expenses have not been decided. Clearinghouse funds rollover from FY23 to FY24, although administrative costs cannot rollover. ARPA dollars used to fund projects can roll over for the projects themselves. OPSR will do a budget modification for some

Clearinghouse projects, as the budget must be spent by December 2024. No projects will roll over past that December 2024.

Planned PDG expenses have not yet been decided but a separate budget breakdown for PDG has been provided in the board packet. The board requested we show a plan/schedule for the PDG spend. The board would like to see budget-to-actuals in order to discern spending stays on track.

**No action is required for the review of the budget or financials*

Executive Committee's Board Officer Slate and Election of Officers (Carrie Williams)

Carrie Williams announced that Oklahoma Commission on Children and Youth (OCCY) is partnering with OPSR on PDG work and that Annette Wisk Jacobi is stepping down as Chair of the OPSR Partnership Board. The Executive Committee prepared a new slate of officers to present to the board for a vote, as listed on the agenda. Carrie Williams read the proposed slate and board members voted. Actions recorded below.

Action Items

- OPSR Chair: Sarah Roberts, Inasmuch Foundation

*Motion to approve Audra Haney, seconded by Joyce Marshall
All in favor, except Sarah Roberts who abstained.*

- Vice Chair: Marshall Vogts, OK Department of Commerce

*Motion to approve by Dr. Marny Dunlap, seconded by Jennifer Stepp
All in favor, except Marshall Vogts who abstained.*

- Treasurer: Dr Marny Dunlap, OUHSC

*Motion by Joyce Marshall seconded by Marshall Vogts
All in favor, except Dr. Marny Dunlap who abstained.*

- Secretary: Angie Clayton, Kids R Us of Tecumseh

*Motion by Marshall Vogts, seconded by Dr. Marny Dunlap
All in favor, except Angie Clayton who abstained.*

Potts Family Foundation Presentation by Linda Manaugh

Linda Manaugh with Potts Family Foundation delivered a presentation covering Oklahoma's Recovery Plan for Infants and Toddlers. Linda Manaugh explained how this project began and how the Potts Family Foundation originally pursued ARPA to secure funds for the youngest citizens of the state of Oklahoma. Linda Minaugh spoke about a 10-year study of infants ending in 2021, showing a 22-point drop in language and motor skills. Seeing this as their call to action,

the Potts Family Foundation began their project. Linda Manaugh went on to review with the members of the board, presenting a slide show presentation. This was included in the meeting documents provided to board members prior to the meeting.

Preschool Development Grant Birth through Five Presentation (Carrie Williams)

Carrie Williams began her PDG B-5 presentation informing the board that PDG B-5 was proposed as a renewal with a planning grant in 2019. OPSR was not granted the first renewal opportunity but was awarded the second grant and received a 3-year \$36M dollar award for Oklahoma. OKDHS is the lead agency and OPSR is the lead entity for the grant. Carrie then explained the 5 primary grant activities.

1. Needs Assessment – One piece is the workforce study that is already underway. The federal government has requested to know distinct needs due to the COVID19 pandemic and has also placed a strong focus on equity, wanting to find out who is not accessing resources. OPSR is also working towards a better way to communicate data creating a dashboard and toolset, so gaps are easily visible to elected officials as well as others.
2. Strategic Plan – Carrie reported that OKDHS and OPSR will review the current strategic plan, further explaining that Joncia Johnson, PDG Project Manager for DHS, will be reaching out to board members for assistance to gather existing agency and organizational strategic plans. Quarterly updates will be brought to the board, with an ask for them to help with outreach and to provide expertise.
3. Parent and Family Engagement – Carrie shared that informing families of early childhood program choices and services is a foundational element of the grant. OCCY PPB is a key partner for family engagement efforts. OCCY has hired a full-time position dedicated to PDG efforts in this area.
4. Workforce – Carrie Williams mentioned that there is a heavy emphasis on this from ACF. OPSR will hire a professional development and workforce coordinator to implement activities in this grant area. This grant area includes statewide Pyramid Model implementation which will have a total of 80 sites and transition summits by partnering with Head Start.
5. Support Program Quality Improvement – Carrie explained that this was the only grant activity that ACF asked states to wait for implementation until given approval.
6. Sub-grants – Carrie stated that this is a broad category, and the planned activities are written out in the presentation that the board members received on their meeting materials. It shows activities for year one of the grant.

Carrie concluded by explaining that PDG places a heavy emphasis on evaluation. A board member asked what the team perceives as the hardest piece or biggest challenge for PDG implementation. Carrie answered evaluation will be critical, but universities can help. Carrie also mentioned that the cliff effect of pandemic funding is concerning. OPSR has considered this effect when planning certain PDG projects, particularly in the workforce area.

A board member asked what the definition is for “community” with regards to PDG. Carrier responded that regional and rural is what was presented in the grant application. A board member shared that an example would be the Blind and Deaf communities, their schools in particular. The board member will introduce Carrie to their new executive director. Further, a board member asked what the cost is to sustain the free child care for ECC workforce? Ms. Williams responded that it is hard to quantify this cost because the ECC workforce receiving free child care was not tracked separately, but we will know in 12 months what the true costs of ECC workers’ free childcare

Board member Dr. Dunlap mentioned that a standard in-person meeting may not be the best plan for quarterly updates, but she does want some meetings to share ideas. Member Rachel Proper added that in the first round of PDG, leadership presented a challenge to each board member to find 1-3 items that are relative and engage around those.

Dr. Dunlap asked how old the last needs assessment was and Carrie answered that it was completed in 2019. Designee Audra Haney commented that caregivers’ needs should be addressed and taken care of as well. Designee Gina McPherson shared that she has seen the rural parts of Oklahoma struggling and that there are many efforts underway to assist, including the workforce committee and HOPE Centers.

Carrie asked the board for the best strategy to communicate progress on PDG to board members. Sarah Roberts suggested a newsletter stating that a quarterly newsletter update along with quarterly meetings would benefit those who are busy and not overwhelm the staff.

Carrie reminded all board members to collect their plans from their agencies and organizations, and we need the name and title of the correct person to correspond with regarding this information. They can provide this to Joncia Johson, OKDHS PDG Project Manager, who will be in touch with members.

INK Day 2023 Video Presentation (Carrie Williams)

Ms. Williams shared a video produced at OPSR’s 2023 INK Day event at the State Capitol. Over 200 people came together for the 2nd annual event, which was double that from last year. Moving forward it will be a larger project focused on advocacy and policy.

OCCY Parent Partnership Board Update

A written report was submitted in the meeting materials for this meeting.

Executive Director Report (Carrie Williams)

Carrie Williams reviewed the report she provided to the board, touching on the key points listed below:

Child Care Resource & Referral

CCRR added the Staffed Family Child Care Network (SFCCN) in January of this year, and Carrie introduced Jacquelin Evans, OPSR Board member as the State Ambassador for the SFCCN. Ms. Evans recruits providers from across the state. SFCCN held its first conference, “Joyful Journeys,” with over 100 attendees, on Saturday June 3rd. Carrie will share a link to view the conference video.

Clearinghouse for Early Childhood Success

The Oklahoma Clearinghouse for Early Childhood Success has successfully awarded 8.2 million dollars to help fund projects with two million dollars going to Sunbeam Family Services. Rainbow Fleet has also received two million dollars in project funding. Pyramid Model received \$963,000, Early Learning Matters has received \$283,000, Al’s Pals received \$300,000, and Great Plains and Early Birds through Smart Start received funding as well. All of the funded projects are listed in the Executive Director’s report in more detail.

Carrie shared how the Outdoor Learning Projects were discussed and reviewed by OPSRF who thought the collective approach could be beneficial. This led to the Clearinghouse helping 10 FCCH and 10 childcare centers receive funding for outdoor playgrounds.

Sarah Roberts commended Jacqueline Evans for standing up for family child care centers. Carrie thanked Audra Haney for her comment on the need for childcare workers to be refreshed and uplifted, noting that half of the childcare centers in our state are family childcare centers.

A board member asked Ms. Williams if she could send out the detailed list of the Clearinghouse project and Carrie responded yes. Designee Marshall Vogts asked specifically about the project that had to do with air quality in childcare centers. Carrie explained that it was studied at Purdue University. The researchers looked at the impact of installing low-cost air filters in ECC settings and the effect they had. Dr. Diane Horm presented the findings of the study at a National Head Start conference. Marshall asked if the results of the study have been published, and Ms. Williams responded that they have and that she would be happy to connect him with Dr. Horm.

As a follow-up to these questions, member Rachel Proper expanded that during her business accreditation renewal process, she encountered new national environmental testing requirements, such as lead testing, radon testing, etc., and said Oklahoma needs much more resources to allow for proper testing to be done. Rachel would also like to see discussion grow regarding the relationship of environments, chemicals, foods, etc., and their effect on children in early childhood settings. Carrie Williams referred her to the Clearinghouse website for more detailed explanations of these related projects and contact information. Head Start designee shared that Secretary Justin Brown started this work when he was at DHS.

Public Comment

No public comment.

Announcements

Gina McPherson announced that Scholars for Excellence will be launching a new database that will integrate with CECPD. Rachel Proper shared that the McKenzie Scott Foundation gave a sizable donation to the Zero to Three Foundation.

New Business

No new business.

Adjournment

OPSR Executive Director, Carrie Williams, adjourned the meeting at 2:35 p.m.

Signature:  _____ Oct 6, 2023
Carrie Williams, Executive Director, OPSR

Signature:  _____ Oct 11, 2023
Sarah Roberts, OPSR Board Chairperson

OPSR Meeting Minutes 6.22.23 FINAL APPROVED ON 9.28.23

Final Audit Report

2023-10-11

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