

OKLAHOMA PARTNERSHIP FOR SCHOOL READINESS

Executive Committee Meeting Minutes

Thursday, November 15, 2018

OPSR Conference Room

421 NW 13th Street, Suite 270

Oklahoma City, OK 73103

12:00 PM

The agenda was posted at 421 Northwest 13th Street, Colcord Building, Oklahoma City, Oklahoma on November 14, 2018 at 10:57 a.m.

Call to Order

Natalie Burns called the meeting to order at 12:13 p.m.

Roll Call

The roll was called by Chris Lee.

Members Present

Debra Andersen, Natalie Burns, Vaughn Clark, Misty Montgomery and Ray Potts

Members Not Present

Ann Cameron, Ryan Posey and Anthony Stafford

Staff Present

Diane Bell, Laura Hamilton, Gabrielle Jacobi, Chris Lee and Katie Parker

Guests Present

Will Lightfoot

***Approval of Minutes**

The minutes of September 6, 2018 were reviewed by committee members.

Motion made by Ray Potts to approve minutes of the September 6, 2018 meeting, seconded by Vaughn Clark. The motion passed by acclamation.

***OPSR Financials**

Debra Andersen presented the Financials. July 1, 2018 started FY19. With the addition of a recent OSPRF grant, DHS funds were freed up to hire a Program Coordinator. Gabrielle Jacobi started full time in this role as of November 1. Debra explained that if the Preschool Development Grant is awarded as presented, salary funding would be available to continue this position for the remainder of FY19.

Debra explained the reasoning behind a change in format of the quarterly financials as presented. The OPSRF sought advice from legal counsel regarding providing private funding data in an open meeting format. Based on advice received a new format was presented at Finance & Ops

and now Executive Committee that reduced detail by showing only the operating expenses covered by state funds received through DHS through a University of Central Oklahoma contract. Debra explained the importance of donor protection as was explained to her by legal counsel. Committee members then entered into discussion. Executive Committee members Natalie Burns and Vaughn Clark expressed concern about showing so little detail about the overall size of OPSR's annual operating budget and agreed donor privacy was important and could be protected by never showing revenue sources. Based on questions from Will Lightfoot, a review of the financial relationship between OPSR and OPSRF was had. It was then determined that while the OPSRF had approved this new budget format, the Executive Committee would approve the quarterly financials but then present them in the former, full format to the OPSR Board at the December meeting until a separate meeting to could be scheduled with OPSRF legal counsel and Executive Committee members to better understand concerns.

Will Lightfoot arrived at 12:21 p.m.

Motion made by Misty Montgomery to approve the OPSR Financials for first quarter, seconded by Ray Potts. The motion passed.

Preschool Development Grant

Debra Andersen shared that if the Preschool Development Grant is received, there will be processes and procedures for federal guidelines to be followed. This is a one-year grant by the Administration for Children and Families (ACF) under U.S. Department of Health and Human Services in partnership with the U.S. Department of Education. The largest grant request allowed is \$15 million dollars and OPSR wrote an application for \$4 million, including a pledge for 30% in identified matching funds. Several agencies were able to help with the required match. The Department of Human Services provided \$450,000 over two fiscal years and OPSR state funding serves as a match. Additionally, several private funders stepped in with match commitments. As we understand, a majority of applicants for this grant were state departments of education and only a few nonprofits applied. In the submission of the grant, OPSR included a Memorandum of Understanding with the five state agencies that are listed in legislation to support OPSR. Also included in the MOU is the Department of Commerce because it oversees Head Start. In completing the grant application, the OPSR team convened state agencies including the Health Department, Mental Health, DHS, Education, and Department of Commerce.

Debra presented a summary of what the grant activities will be if awarded: needs assessment, strategic plan, maximizing parental choice, sharing best practices and quality improvement. She also detailed the collaborative structure that would provide management of the activities. Those three teams are: Family and Community Engagement Team, Professional Development Team, and Quality Improvement Team. Various agencies and/or groups lead each of these teams. If awarded, OPSR will add five staff members to manage this grant. All the activities will be shared at the OPSR Board meeting and the Board will approve the strategic plan. The strategic plan and needs assessment has to be sent to ACF by the end of July 2019.

Twenty states will be approved for the second round of the Preschool Development Grant that will be made in the form of three-year awards. The application ceiling for that round is expected

to be \$20 million per year. OPSR will identify and build out capacity in preparation for the work of year one and the potential for even greater work in years three-five.

Will Lightfoot left at 1:32 pm.

2019 Meeting Dates

Natalie Burns shared the proposed meeting dates. Discussion occurred around the summer meeting and whether its placement was more productive in May or June. Debra Andersen shared that if needed OPSR can schedule a special meeting for any PDG planning needs or for other reasons.

Motion made by Ray Potts to approve the proposed meeting dates, seconded by Misty Montgomery. The motion passed.

Misty Montgomery left at 1:42p.m.

Development of OPSR Board Agenda

Debra Andersen shared the agreed upon 2nd Quarter topics to be covered per the cadence of board meetings. Executive Committee members stressed the importance of keeping voting items towards the beginning of the meeting. From there, it was decided to begin with the Preschool Development Grant presentation and the OPSR Board's role should be noted. Also to be covered: legislation, trends, website premier and Executive Director's report.

Engagement of OPSR Board Members

This item was not presented at the meeting.

Executive Director's Report

Debra Andersen shared updates about staff, website and symposium in other sections of the meeting.

Chairperson's Comments

No comments.

Announcements

- Early Childhood Research Symposium, January 17, 2019

Adjournment

The meeting adjourned at 1:59 p.m.

Next Meeting

The next meeting is January 31, 2019 at OPSR, 421 NW 13th, Oklahoma City, Oklahoma 73103 at 12:00 p.m.