



# FIRST THINGS FIRST

*Ready for School. Set for Life.*

February 16, 2012  
First Things First  
4000 North Central Avenue, Suite 800  
Phoenix, Arizona 85012  
10:00 a.m. – 12:00 p.m.

## **Early Learning Advisory Committee**

### **DRAFT MEETING MINUTES**

#### **Committee Members in Attendance**

Michael Kelley, Co-Chair; Juan Sanchez, Co-Chair; Karen Applequist, Terry Doolan, Peggy Federici, Diane Fellows, Cheryl Foster, Kerry McConnell (for Rebecca Gau), Dennis Ichikawa, Susan Jacobs, Mary Lamm, Laura Martin, Barb Mezzio, Marjorie Rasper (for Lourdes Ochoa), Karen Ortiz, Jacquelyn Power, Jakob Raskob, Jeff Smith, Margaret Larsen (for Juan Carlos Tarango), Alan Taylor, Kymberlii Tenario and Karen Woodford.

#### **Committee Members Absent**

Mary Kramer-Reinwasser, Bruce Liggett, Sibieanne Martinez, Barb Milner, Dana Naimark, and Susan Ryan.

#### **Staff Members in Attendance**

Karen Woodhouse, Sandy Foreman (telephonically), Elsa Romero

#### **Facilitator**

Leslie Anderson, Leslie Anderson Consulting, Inc.

#### **Call to Order/Welcome and Introduction**

The regular meeting of the First Things First – Arizona Early Childhood Development and Health Board, Early Learning Advisory Committee was held on February 16, 2012 at the First Things First Board Room, 4000 North Central Avenue, Suite 800, Phoenix, Arizona 85012. The meeting was called to order by Co-Chair Juan Sanchez at approximately 10:10 a.m. A brief welcome was made by Co-Chair Sanchez; everyone in attendance introduced themselves and the organization which they represent.

Co-Chair Sanchez acknowledged and thanked members of the committee that were no longer able to continue serving on the committee. He then welcomed and introduced the new members of the committee.

Co-Chair Sanchez acknowledged Jacquelyn Power, Principal of Blackwater Elementary School on the Gila River Indian Tribal Community, whose school was named the National Title I Distinguished School of the Year 2011 representing the State of Arizona. There has not been a school in Arizona that has qualified for this prestigious award in the past. Her school is the first Native American School to win the honor in Arizona.

#### **Review and Approval of Meeting Minutes**

A motion to accept the minutes was made by Member Jacobs. Motion seconded by Member Applequist. Motion carried.

#### **Overview of Committee Role and Sub-Committee Structure**

Leslie Anderson, Facilitator, discussed the work involved for 2012. With completion of the School Readiness Indicators, which were approved by the First Things First Board in 2011, it is time move forward in setting benchmarks for achieving those indicators. Benchmarking will lead to the ability for greater accountability in the future. There will be four Sub-Committees formed to work during March and April whose task will be to determine the appropriate benchmarks for the ten School Readiness Indicators and to recommend these benchmarks to the three Advisory Committees, then the FTF Program and Policy Committee, and finally to the FTF Board. Two additional sub-committees – Cultural Responsivity and Family, Friend and Neighbor Care – are also recommended during the next year.

The majority of today's meeting will include discussion on these focus areas for the coming year. The timeline is to complete the benchmarking task by May 2012, at which time the Advisory Committees will reconvene to hear the subcommittee

recommendations. At this time the first four sub-committees (Early Learning/Family Support; Developmental Screening; Nutrition/Physical Activity/Obesity Prevention and Oral Health) will dissolve, having met their purpose. Cultural Responsivity and Family, Friend and Neighbor Care Sub-committees will be on-going with Advisory Committee guidance regarding structure and objectives.

Ms. Anderson provided a brief overview of the process and discussed the indicators chosen by each Regional Partnership Council during their strategic planning for fiscal 2013 funding plans. They were given guidance to select at least three indicators, though many chose more than three. She pointed out that indicators 1 and 10 were selected by nearly every regional council.

Karen Woodhouse, Chief Program Officer, discussed the purpose of the advisory committees, as well as the sub-committees and the work they will be doing. Advisory committees will be setting their own frequency of meetings and times, hopefully 3-4 times a year dependent on the agenda the committee chooses for itself. Sub-Committees will be composed of current advisory committee members, who will select the subcommittee(s) of interest to them. Additional people may be invited to attend the sub-committees as well. We will be establishing official membership for quorum purposes to meet the requirements of the Open Meeting Law. s. The sub-committees setting benchmarks will convene in March, complete work by April in time to have some public vetting, and forward the benchmarking recommendations in May to a joint meeting of the three advisory committees.

Timeline for next couple of years, Benchmarking starts in Fiscal 2012 (year we are in), planning for future data collection, 2013 Benchmarks forwarded for approval to the board in August, then use at the state and regional level for planning. Development of fiscal 14 planning will align with indicators; continue through fiscal year 15 and comparing benchmarks for next planning process.

#### **Developing Benchmarks for FTF School Readiness Indicators**

Dr. Amy Kemp, Sr. Director for Research and Evaluation, gave an overview of the School Readiness Indicators and current data we have about the school readiness of Arizona's children. She noted that the information provided is preliminary data at this time. The methodology of the Market Rate Survey done yearly by the Department of Economic Security was discussed.

Member Raskob inquired how the group should calculate the investment by other agencies and groups addressing children's issues. Dr. Kemp replied that FTF is just a part of the picture of both funding and other types of investment which might impact the indicators and benchmarks. There will need to be further discussion about the statewide system and the impacts achieved by all these efforts

#### **Selection of Sub-Committees**

Members volunteered for the six sub-committees. Members were encouraged to participate in more than one committee if their schedules allowed. Members were reminded that committee would meet in March and April, as listed in the Program, Advisory and Sub-Committee FY 2012 Meeting Dates calendar.

#### **Discussion and Possible Approval of Additional Early Learning Advisory Committee Focus Areas for the Coming Year**

Attachment

#### **Adjourn**

There being no further business, the meeting was adjourned at approximately 12:00 p.m.

**SUBMITTED**



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**Elsa Romero, Executive Staff Assistant**

**APPROVED**



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**Sandy Foreman, Sr. Director for Early Learning**

**Committee Approval:**

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**Michael Kelley, Co-Chair**

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**Juan Sanchez, Co-Chair**

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