



To: First Steps Board of Trustees
From: Julia Ellen Davis, Chair, Program and Grants Committee
Date: November 2, 2015

RE: Partnership Budget Reallocations for New Strategies

The Program and Grants Committee met by teleconference on October 20th, 2015 and reviewed requests for budget reallocations to begin new strategies for the following counties:

Lexington – Raising a Reader
Oconee – Nurse Family Partnership
Marion – Early Childhood Literacy Program.

After review and discussion the Program and Grants committee unanimously adopted a recommendation to the State Board of Trustees to approve all three programs.

The attached table provides additional details on each proposed strategy.



DRAFT Meeting Minutes

South Carolina First Steps State Board of Trustees
Program and Grants Committee
October 20, 2015
3:30 PM– 4:30 PM via Webinar/Conference Call

Committee members present: Julia Ellen Davis (Chair), Rita Allison, Jennifer Mc Connell, Julie Hussey, Roger Pryor, Evelyn Patterson

Staff present: Dan Wuori, Debbie Robertson, Betty Gardiner

The meeting was called to order by Committee Chair, Ms. Julia Ellen Davis at 3:30 PM.

Staff reviewed the proposed new strategies for Lexington, Oconee and Marion Partnerships. In addition, Laurens Partnership is reducing their Child Care Quality Enhancement budget by more than 15% which was presented to the Committee 'For Information Only'. A question regarding Marion's carry forward amount was raised. Staff will report back once the required carry forward justification and plan are submitted for Marion. They are required before any reallocation of funds can be completed. After hearing details and discussing the three new strategies, Ms. Hussey made a motion to recommend approval to the full board for these new strategies. The motion was seconded by Representative Allison and passed unanimously.

Ms. Robertson provided information regarding the status of the counties who had received "Conditional Approvals" during the grant renewal process. All are on track for submitting corrective action plans as part of their FY 16 Priority Goals or are in the process of completing this task. It was noted that the conditional approval for the Abbeville and Greenwood Fatherhood Program will be withdrawn due to a misunderstanding by state office staff regarding how their "numbers served" data was entered into the data system. This corrective action is for information only.

Dr. Wuori presented an update regarding the "Description of Readiness" approved by the State Board of Education at their most recent meeting.

Dr. Wuori also provided an update on the status of "Evidence Based Best Practices" and the need for the state board to consider expanding the initial list which only includes home visiting programs. The need for this list to undergo the promulgation process is under review by our attorney.

Ms. Davis adjourned the meeting at 4:30 PM.



First Steps County Partnerships
FY 2016 Reallocation of Budgets 15% and Greater
OCTOBER 2015

The Programs and Grants Committee respectfully submits to the Board of Trustees the following counties' requests for the allocation of budgets and/or the re-allocation of budgets where the reduction is greater than 15% of the TOTAL program/strategy. The counties' requests for the allocation/reallocation of PUBLIC (state & EIA appropriated) and/or PRIVATE (state-level) AND Federal (TANF) budgets/funds are presented to the Board of Trustees for information only and/or need approval. (*The SC First Steps Chief Program Officer has reviewed and preliminarily approved these budget adjustments.*)

COUNTY PARTNERSHIP	FUNDING SOURCE	FROM PROGRAMS AND AMOUNTS	TO PROGRAMS AND AMOUNTS	JUSTIFICATION
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RE-ALLOCATIONS (<u>Information Only</u>)

Laurens	Fund 55	6012: Child Care Quality Enhancement; \$24,566	6052: Child Care Training and Professional Development	<p>It was necessary to suspend the Quality Enhancement program because Laurens Co. First Steps was not able to hire a Quality Enhancement/Child Care Training professional until mid August 2015. This meant that it would not be feasible to meet accountability standards. Instead, they plan to focus on child care training in FY16 and re-instate Quality Enhancement again in FY17.</p> <p>Our FY16 QE program was suspended due to the late hiring (mid August) of personnel to direct both the QE and the CC Training programs. We are using this year as a professional development year to get all the TA training (for QE purposes) for the new employee. She will direct the CC training program by setting up all training sessions. She will visit centers twice every month to do follow-up activities based on previous training, and to enhance her familiarity with the centers' staff and clients in preparation for re-instating QE for FY17. Funds reallocated to the training program will be used for this professional development for the program director and for follow-up visits to training participants after training sessions. The use of these funds will support the planned reinstallation of the QE program.</p>
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NEW ALLOCATION OF PENDING FUNDS (<u>P&G Committee Approval Required</u>)

NEW STRATEGIES (<u>B.O.T. Approval Required</u>)

Lexington	Fund 55	2011-4: Parents as Teachers, Lexington School District Four: \$9,961	2041: Raising a Reader	<p>Lexington County First Steps traditionally funds Parents as Teachers strategies in each of the county's five school districts. This summer, Lexington Four requested that 15% of their Parents as Teachers contract with Lexington First Steps (\$9,961) be re-directed to establish a new strategy operated by the school district, Raising A Reader. Raising A Reader is a national early literacy program model categorized as "Evidence Based" by North Carolina Smart Start, which rotates sets of developmentally appropriate books to families for them to track their reading activities with their young children, along with instruction on best practices for early literacy development. Lexington Four plans to serve 40 families with children 2 and 3 years old that are part of the district's Early Childhood Development Center programs, including their full-day 3K Montessori program. Families will enroll in one of two eight-week series of Raising a Reader during the school year. This change will result in a decrease in the number of families served by Parents as Teachers in Lexington Four from 17 to 12, but an increase in the total number of families served by First Steps in Lexington Four from 17 in 2014-15 to 52 in 2015-16. Lexington Four's Raising a Reader proposal is attached for reference.</p>
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Oconee	Fund 56	Carry-forward: \$35,000	2140: Nurse-Family Partnership	Since 2013, Oconee County First Steps has been a collaborating partner in a two-year Appalachian Regional Commission (ARC) grant received by Greenville County First Steps to provide Nurse-Family Partnership services to Oconee County. This grant expires in 2015. The OCFS partnership board has been planning since Spring 2015 to use a portion of its anticipated FY15 carry-forward from its discontinued 4K strategy towards supporting Nurse-Family Partnership in 2015-16, after the original grant funds were exhausted. The funds will be used to support Nurse Home Visitor salary, fringe, and travel to serve an anticipated 15 families in Oconee County through June 30, 2016. OCFS's proposal and support letter from Greenville First Steps is attached for reference.
Marion	Fund 56	Carry-forward: \$39,500	2042: Literacy Program	First Steps Marion County will work in conjunction with Marion School District, Childcare Facilities and Public Library to provide a literacy experience for birth to four-year-old programs in public and private centers. Each class is provided with a read-aloud session twice a month, a free, take-home, age-appropriate book for each child in the three- and four-year-old programs once a month (Book of the Month), and training for the instructors of these programs. We will implement 1000 Books before Kindergarten to children birth to 5 years old. The target population is three- and four-year-olds enrolled in a certified preschool program including: day care, private preschools, faith-based preschools, and public schools. Currently there are 57 classes accounting for approximately 651 students. (Program Strategy Form attached).
NEW STRATEGIES (Information Only)				