

**CBEC State Advisory Council  
Meeting Minutes  
July 11, 2011**

<b>Members Present:</b>	
Patsy Carter, Department of Mental Health	Candace Shively, Department of Social Services (DSS)
Teresa Generous for Margaret Donnelly, Dept. of Health and Senior Services	Brenda Shields, Past President, United Way of Greater St. Joseph
Valeri Lane, ZERO TO THREE	Kathy R. Thornburg, Department of Elementary and Secondary Education (DESE)
Stacey Owsley, MO Head Start Collaboration Office	Mayme Young, Department of Mental Health (11:30-1:45)
<b>Members Present by Phone:</b>	
Roseann Bentley, Greene County Commissioner (until 12:00)	Sharon Rohrbach, Nurses for Newborns Foundation (until 2:00)
Jim Caccamo, Metropolitan Council on Early Learning (until 12:00)	Ruby Harriman Christian, Daruby Enterprises (until 12:00)
<b>Members Absent:</b>	
Carol Scott, Child Care Aware® of Missouri	Daniel McCool, Ozark Therapy Institute
Sue Stepleton, President and CEO, Parents as Teachers National Center	
<b>Guests Present by Phone:</b>	
Kathy Fuger, Institute for Human Development, UMKC	Renee Joiner, Zero to Three
<b>Guests Present:</b>	
Kathy Quick, DHSS (for Margaret Donnelly)	Jennifer Hollman, University of Missouri
Cindy Wilkinson, DHSS	
<b>Staff Present:</b>	
Daryl Rothman, Executive Director	Cindy Morff, Department of Social Services (DSS)

Agenda Topic	Discussion	Follow-up
<b>Call to Order and approval of the agenda</b>	<p>Meeting called to order at 10:14 a.m. by Valeri Lane. A quorum was present at the beginning and for all votes</p> <p>The agenda was reviewed.</p> <p>Candy Shively moved to approve the agenda, Stacey Owsley seconded.</p>	<b>MOTION CARRIED.</b> (Quorum present for vote)
<b>Report of the Secretary</b>	<p>The minutes from the May 17, 2011 meeting were reviewed. Stacey Owsley moved to approve the minutes, Kathy Thornburg seconded.</p>	<b>MOTION CARRIED.</b> (Quorum present for vote)
<b>Report from the Executive Director</b>	<p>Daryl Rothman reviewed highlights of his written report of his activities in June. Valeri Lane stated that DSS is working with Children's Trust Fund to move the ED contract from MU to that agency at the end of this first (ARRA) fiscal year.</p>	
<b>Budget Report</b>	<p>Discussed format of budget report received from DSS and if the report contained all the information necessary. Daryl will contact Donna Imhoff to discuss.</p> <p>Valeri reminded the board that the ARRA funds extend through the full project period, ending 8/31/2013.</p> <p>Jim Caccamo moved to approve budget report and Kathy Thornburg seconded.</p>	<b>MOTION CARRIED.</b> (Quorum present for vote)
<b>Discussion / Action Items</b>	<p>A current draft of the CBEC/ECCS integrated strategic plan was shared with the board. Discussion followed, with suggestions back to the group working on the plan. An updated version of the plan will be available before the next meeting.</p> <p>CBEC Retreat:</p> <ul style="list-style-type: none"> <li>• Discussion was held around the question of whether we should bring in a speaker (on a topic) or a facilitator (of our process), or both.</li> <li>• Stacey Owsley suggested a survey monkey for issues/topics for facilitator to help with this decision.</li> <li>• Daryl Rothman confirmed that we would like to schedule retreat before the end of September but no later than October.</li> </ul>	

Agenda Topic	Discussion	Follow-up
	<p>School Readiness Definition:</p> <ul style="list-style-type: none"> <li>• Kathy Thornburg presented a definition of School Readiness that DESE has been working on.</li> <li>• The CBEC suggested the following change: For schools, it means providing <b>a competent workforce and</b> a welcoming and accepting environment for educating all children and supporting families while celebrating diversity of ability, preparation, and culture.</li> <li>• To be taken to the State Board in August</li> </ul> <p>Professional Development Workgroup:</p> <p>Kathy Thornburg presented the Vision, Mission, and Guiding Principles for Missouri’s Professional Development System for the Early Childhood and Youth Development Workforce.</p> <p>Valerie Lane made motion to accept the Vision, Mission and Guiding Principles and Stacey Owsley seconded. There were no questions or discussion. All voted to carry motion.</p> <p>Race to the Top Early Learning Challenge Grant:</p> <ul style="list-style-type: none"> <li>• Kathy Thornburg shared that DESE has been appointed lead agency by the Governor.</li> <li>• Have 4 years to build comprehensive early childhood system.</li> <li>• Grant is for \$60 million.</li> <li>• Discussion about hiring a grant writer. Would probably need at least \$25,000 but need money to pay for this. Should CBEC money be used for this?</li> </ul> <p>Stacey Owsley made a motion to utilize current funds, up to \$15,000, if allowable by rule, to support grant writer for ELC Grant. No second.</p>	<p><b>MOTION CARRIED</b> (Quorum present for vote)</p> <p><b>MOTION NOT SECONDED, MOTION DIED.</b></p>
<b>Reports to the Board</b>	Written reports were included in the board packet.	
<b>Adjournment</b>	The meeting adjourned at 1:50 as no longer had quorum.	

<b>Agenda Topic</b>	<b>Discussion</b>	<b>Follow-up</b>
<b>Next meeting</b>	Teleconference on August 16, 2011: Call in numbers: 526-5398 or 866-630-9345	

Minutes reviewed by Secretary, Carol Scott  
Approved August 16, 2011