

Saginaw Great Start Collaborative Board Parent Coalition

10-22-2007
Transition Center
10:44am -12:00pm

Minutes

Rich Vantol oriented the new Parent Coalition (PC) Leaders by providing information about the PC annual budget, the ECIC Parent Coalition Guidelines, job descriptions for the GSC Parent Leaders and GSC Parent Liaison, went over the new reimbursement form, W-9 form, the GSC tentative meeting calendar, and the development of a GSC Parent Coalition Plan.

Another reminder regarding the PC Meeting minutes: minutes will be taken by Parent Leaders. Parent Leaders will rotate in alphabetical order beginning December 17, 2007; however, Dalia Smith will write up the October '07 minutes. It would be appreciated if minutes were typed (or written neatly) and submitted to Ruth Ruby one week prior to next Board meeting at the latest in order for a hard copy to be printed and mailed out to PC members for review prior to the next scheduled PC meeting.

Boyke 12/17/07	Haron
Buckley 2/25/08	Haynes
Byam 4/28/07	Ingram
Cieszlak 6/23/08	Riley
Dunn 9/22/08	Zehnder

Great Start Parent Leaders and Parent Liaisons have been chosen. Please refer to the list handed out at the last meeting. The Parent Liaisons are Lula Haynes and Sara Byam. The Parent Leaders are Pamela Boyke, Whitney Haron, Holly Zehnder, Toinette Ingram, Dalia Smith, Stephanie Dunn, Angelique Riley, Maureen Cieszlak, and Celestine Buckley. There are two open positions. One is for the Swan Valley/Freeland area, and the other is for the Chesaning/St. Charles area.

Reimbursements, under the new policy, will begin October 2007.

- general reimbursement forms can be used for mileage
- childcare charges will be reimbursed at \$3.00/ hour/ child

- other charges incurred while participating in a GSC conference or training should be placed on the general reimbursement form
- make sure you have filled out the 'Request for Taxpayer Identification Number and Certification,' or W-9 form provided by Ruth Ruby at our last meeting and return to Ruth Ruby in order for your reimbursements to be processed
- stipend requests need to be completed by each leader and returned to Ruth Ruby by the due date shown on the 'Accounts Payable Due Dates' handed out at the last PC meeting. You may also request an electronic form from Ruth Ruby via email. The electronic form is interactive.
- **Please make sure you sign in at any and all meetings!**
- The sign in sheet for today's meeting doubled as the updated contact sheet for the PC members. It will be reviewed and passed out at our next PC meeting.
- Additional information regarding reimbursements is provided on the first page, item 5 of the packet handed out at the last meeting by Rich Vantol. It describes the PC budget.
- we will review the revised reimbursement form at our next PC meeting
- childcare and stipend/mileage/expense reimbursement forms will be available at each meeting through the liaisons

Refer to the tentative list of GSC meetings passed out at the last PC meeting for dates and locations of upcoming meetings. Meetings will be every other month (6 GSC Board meetings overall per year) starting October 2007. Each Parent Leader and Parent Liaison will need to be on at least one other subcommittee. Each Parent Leader and Parent Liaison should expect to attend one meeting per month. Any other obligations will be addressed in the PC Plan. It was suggested that leaders spend 10 minutes in each subcommittee (meeting November 26, 2007 at the Transition Center) to gain enough info to make an informed decision regarding which subcommittee to attend.

There are 4 subcommittees:

Physical/Oral Health

Social-emotional Development

Early Education and Care – Childcare and Preschool

Parent Education/Support

T-shirts were handed out. If you were unable to pick up a t-shirt, see the liaisons.

Mail/email Ruth Ruby information that you would like mailed out to members of the Parent Coalition.

Open Forum:

- It was suggested that Julie Kozan be invited to our next meeting to give pointers on writing up the minutes for the PC meetings.
- Rich Vantol will assist the PC in setting up free email accounts for the PC Leaders.
- Great Start binders will be passed out to new PC Leaders at the next PC meeting.
- Rich Vantol will provide information on and/or go over the brain science involved in child development at the next PC meeting.
- Relating to a comment made by a Parent Leader, Rich Vantol provided the PC with a school data related website resource to help prepare for meetings with school personnel. www.schoolmatters.org
- TABLED FROM SEPTEMBER MEETING: it was suggested that Ellen from CAN Council should be invited to present on Internet Safety; and Sexual Predation to the Parent Coalition

The next GSC Board meeting is 9:00 am on 12/17/2007 at the Transition Center with the Parent Coalition meeting directly afterwards. Please call a Parent Liaison if you are unable to come to a meeting. Sara Byam (989) 992-0956; Lula Haynes (989) 213-7080.