

MN DEC BOARD MEETING MINUTES
December 7, 2012

Members Present:

Kellie Krick Oborn; Heidi Muhs, Lisa Backer, Jane Gibson, Mary Jo Manzey, Aaron Deris, Judy Swett, Chris Hanson, Mary Jo Manzey, Louise Raths, Scottie Livingston, Beth Dorsey, Teresa Kuchera

Approval of Agenda

- Agenda reviewed, no concerns noted.

Approval of Minutes

- Motion made by Chris/Second by Heidi to approve minutes from our last meeting (10-5-12). Minutes approved.

Treasurer's Report (Aaron)

- Distributed by Aaron. Ending balance as of Oct. 31 is \$33, 011.43. Expenses for this month include things for website and membership for Liz Barnett (webmaster). Motion and second made to approve paying for Liz's membership. Motion carried.
- Question about rebate dollars from CEC ~ and expecting money from the conference. National was going to bill us for the cost of the booths that we supported. We have not been billed for those as of yet. Any outstanding costs left from the conference? Everyone has been paid out - there are some outstanding checks that have yet to be cashed. Judy made a motion/Mary Jo seconded to approve the treasurer's report. Motion passed.

Membership Report (Jane)

- No new information to report - membership still at 121.

CEC

- No report today. Beth received notification of the meeting after it was held.
- In the future it was recommended to contact a board member if the liaison is not able to attend the MNCEC meeting.
- The value of continuing to partner with CEC and attend their meetings was discussed. One of the reasons to continue the relationship with CEC is for the long term connection and institutional memory. Lisa asked if it would be better to link with other Early Childhood professional groups i.e. MNAFEE, or NAECYC. By working with these organizations MNDEC would be paralleling the efforts of MDE to strengthen connections between and across EC organizations. This item will be discussed further at the next DEC meeting.

State Updates / National Updates

- Currently interviewing applicants to fill in behind Lisa. They hope to have that person on in January.
- Race to the top is having a big impact on their day-to-day work.
- National Updates – part C curriculum posted on the IDEA website. The 135 day item (shared in the Fall) was struck down. Feds replied to MN that there should be no downward limit because we are a Birth mandate state. Lisa will be having some further discussion with the feds and will share that information as it is clarified. A new Part C Q and A that will be coming out soon.

- minneminds.org - proposing \$150 million dollars going into EC for to be used for scholarships. It is a good website to go online and look at their proposal. United Front website and this one would be a good website to watch. APR (Accelerated Pathway to Rating (for Head Start, community-based preschool and School Readiness) -we are not participating in Parent Aware- - high needs kids will have scholarships that are portable that can be used in highly rated EC program. Any child that is on an IEP is "high risk"- - MDEs ECSE team looking at opportunities to. Scholarships would be \$4000. Per year for high quality EC programming. Layering services- early childhood services (high quality) on top of the ECSE programming. 12 hours per week— minimum attendance guideline/recommendation for regular ed kids - special ed kids should need more. Original parent aware always included Head Start and public preschools. What role does ECSE play? What is their involvement in Parent Aware
- National Update as part of NECTAC grant National DEC will be revising recommended practices.
- Feb. 22 State CEC Conference –one day conference- -Proposals due January 10
- Consortium updates- - Current DEC rep asked if Aaron could be rep for the higher ed consortium. 6 confirmed sessions for the Summer Institute: routines-based intervention: advanced session; working with parents (emphasis on fathers and teens); working with dual-language learners, play and learn with assistive technologies; building blocks framework, addressing severe and persistent challenging behavior. Tentative sessions: working with medically fragile children; PIWI (or other infant related topic).

Communication Committee (Aaron)

The MN DEC Website is up. If you want information to be placed on the website, send information to Aaron and he will forward that to Liz. The website is not live yet- - he will do a drop box account when the website is live hopefully in the next couple of weeks. A suggestion was made to post on the website that there will be no practitioner's conference this spring. MNDEC.org- - - We should all look at the website and let Aaron know if you are able to navigate it. Aaron will add DEC board member's names and e-mails on the site.

Old Business

- National DEC Conference Celebrations - - Feedback was very positive in general. Can we see the online feedback? Kellie will ask about this. Traffic was down – this feedback was received from some of the exhibitors.
- Articles of Incorporation wrap-up: Thanks to Aaron for all of his great work on this!! We still need someone to help us do taxes. We need to figure out the form. We will get something from the attorney general's office after filed.
- Discussion on future MN DEC Sponsored Events. Our intent in doing some of these activities is to build membership and build relationships. Discussion around how people felt about this and if this is a good use of our dollars. (1) March Leadership Forum - March 7; (2) Summer Institute – Wine reception; (3) Fall Leadership Conference. Should we have a presence at MNAFEE conference? Have our board up, position statements available and perhaps a bowl of candy? Their conference is in early April. Do we want to have a DEC designated session at the MNAFEE conference? Session on basic Part C and part B information? Everyone is so very busy; it would be difficult for someone to take time out of their schedule to present at conferences other than ours. State Directors of Special Ed conference? Reminding them of DEC and the good work of DEC.

- Two different levels of mini-grants? For \$1000. -they would need to present at the MNAFEE or MACMA conference?- - no expectation of that for \$500 mini-grant. Or just have them present at our spring practitioner's conference.
- Coffee/Muffins will be provided at spring leadership forum. Judy made a motion/Louise seconded to approve up to \$750. for coffee/muffins/wine at different ECSE events. Motion passed.

New Business

- Mini-Grant Applications (go out to DEC members only) ~ discussion about when we want to have the applications due. Present award at Summer Institute- or March Leadership conference? Go ahead with Professional of the Year – Professional of the year will go out to all people (DEC list serv and ECSE coordinators list serv). Set a date for when the applications are due. Past President will serve as the Chair of the Awards committee. Kellie will help Beth with that- -as well as Judy. Acknowledge at the Spring Leadership Forum or Summer Institute or ?? The applications will go out the first week of January. They will be due by the 8th of February. Beth will tweak the letters for both of those – Mini Grants and Professional of the Year. We can't send attachments to list serv so Lisa will do application for the mini-grant. Lisa will update the mini grant application. Beth will update the other application. Beth will send to Lisa. Aaron will post on DEC website – and then Lisa will tell the listserv where they can go to find – link to website document. Separate e-mails for mini-grant and professional of the year. Amount of mini-grants. We gave one \$500. Grant – we had intended to give 2. Provide examples of what could be done on the letter that goes out explaining the mini-grant process Mini-grant – action research in the field.
- One member of the “team” for the mini-grant must be a DEC member Needs to be action research. Award recipient would put something in January newsletter or present at a conference – poster session or – fund 2 projects – that was our plan for last year. If the subdivision purchases DEC monographs – then we can buy them for 30% off. Use them as raffle items for summer institute?
- Fall Leadership Conference Co-Chair responsibilities and recruiting –Jill and Scottie would like to relinquish some of this responsibility. They will help this year for the transition. Hiring Jillian has really helped with the registration process. They had started to do some training with Michelle and then that didn't work out. She couldn't get time released from her job. Scottie handed out a list of responsibilities. They will help to transition for this Fall. October 2, 3, 4 Fall Leadership Dates. MDE does all of the content. Scottie and Jill will work with whoever wants to take this over. Louise and Chris (Thanks much!!) volunteered to help for this year's conference. - -with someone new for the next year. A 2 year rolling commitment? MDE could take over some of these responsibilities.
- Put on next agenda- - continue to brainstorm more ways to make money.

Meeting was adjourned.

The next meeting is Monday, Friday, February 1 from 1:00– 4:00 p.m at MDE

Minutes respectfully submitted by Mary Jo Manzey
12/7/12