



## Commission Meeting Minutes

September 28, 2011

**Members Present:** Chair Toni Campbell, Kathy Frandle, Vice Chair Rama Khalsa, Jim Marshall, Faris Sabbah, Mark Stone, Michael Watkins

### 1. Call to Order and Establish Quorum

Chair Campbell called the meeting to order at 1:05 PM.

### 2. Review and Adopt Agenda

**M/S/P: (Commissioner Faris Sabbah/Commissioner Kathy Frandle) unanimously moved to amend the agenda by moving Items #11 and #12 under Agenda Item #6.**

### 3. Consent Agenda

A. Approval of Commission June 2011 Meeting Minutes

B. Approval of July 1-August 31, 2011 Financial Reports

**M/S/P: (Commissioner Mark Stone/Commissioner Rama Khalsa) unanimously moved to approve the Consent Agenda.**

**4. Community Oral Communications** The community may address the Commission on items not listed on the agenda that are within the jurisdiction of First 5 Santa Cruz County. If any member of the community wishes to address the Commission on any item that is listed on the agenda, they may do so when that item is called. Every item on the agenda welcomes public comment.

**None**

### 5. Commissioner Oral Communications

**None**

### 6. Action Item - GASB 54 Fund Balance Reporting

A. The Commission considered staff recommendation to report the fund balance in accordance with GASB 54.

**M/S/P: (Commissioner Kathy Frandle/Commissioner Mark Stone) unanimously moved to approve staff recommendation to report the fund balance in accordance with GASB 54.**

### 7. Pajaro Valley Unified School District, Child Development – Action Item

A. The Commission considered approval of a contract with the Pajaro Valley Unified School District, Child Development Division, under the direction of Kathy Lathrop for the “Individual Growth & Developmental Indicators” (IGDI’s) in the amount of \$25,000 for the period of October 1, 2011-June 30, 2012.

**M/S/P: (Commissioner Mark Stone /Commissioner Kathy Frandle) moved to approve a contract with the Pajaro Valley Unified School District, Child Development Division, under the direction of Kathy Lathrop for the “Individual Growth & Developmental Indicators” (IGDI’s) in the amount of \$25,000 for the period of October 1, 2011-June 30, 2012. Commissioner Faris Sabbah abstained due to a conflict of interest.**

### 8. Kathleen M. Horst, Consultant – Action Item

A. The Commission considered approval of a contract with Kathleen M. Horst, Consultant, to provide culturally sensitive professional development services for early childhood professionals in the Early Literacy Profession Development Initiative in the amount of \$22,000 for FY 2011-12.

**M/S/P: (Commissioner Mark Stone /Commissioner Kathy Frandle) moved to approve a contract with Kathleen M. Horst, Consultant, to provide culturally sensitive professional development services for early childhood professionals in the Early Literacy Profession Development Initiative in the amount of \$22,000 for FY 2011-12.**

**9. SEEDS Plus Update – Information Item**

A. The Commission heard an update about the Fall 2011 SEEDS Plus program pilot. Irene Freiberg, Master Literacy Coach, provided an in-depth overview of the new SEEDS Plus fall coursework.

**10. First 5 Santa Cruz County Website – Information Item**

A. Director True stated that she would not provide a tour of new First 5 website due to the limited time remaining for the other agenda items. However, Ms. True stated how pleased we are with its usefulness to parents and teachers and encouraged the Commissioners to view it.

**11. AmeriCorps, Minnesota Reading Corps and Santa Cruz County Reads – Information Item**

A. The Commission discussed a National evidenced based early literacy interventions using AmeriCorps volunteers and provided direction to staff regarding potential local implementation

**12. Campaign for Grade Level Reading – Information Item**

A. The Commission reviewed materials from the Campaign for Grade Level Reading and discussed submission of a Letter of Intent for the All America City Grade Level Reading Award and other involvement.

Director True stated that First 5 Santa Cruz County has been asked by the leader of the Campaign for Grade Level Reading to partner with them to help shape the work of the literacy development efforts. Also, Ms. True added that there is the opportunity to compete nationally for an All American Ready City Award. Commissioners Stone and Watkins agreed to sign the letter.

**13. Executive Director's Report**

**14. Adjourn**

The meeting was adjourned at 2:45 pm.