

Pre K Leadership Meeting Notes 05/22/19

We began by reviewing some of our Fall goals and then sharing the work we are most proud of or the work we've begun that we're excited to continue as we head into next year. Here are the pieces we're excited about:

- Monthly newsletters out to parents and providers (Thanks Debbie!)
- Excited to be building a calendar - crafting ideas for 2 months each time we meet works and looking forward to sharing it with families in the Fall
- PD – particularly the SEL and Kinder panel discussions were highly appreciated
- Website for curating all of our great content
- Idea: as we look to enhance the calendar, embed links and video with examples for families

Then we completed May and October in our calendar. We also labeled each task with a category to ensure balance of literacy, math, large motor, small motor, SEL across a month.

Then we took a look at our action steps from last month:

- Agenda item upcoming – click on the links and draft a quick phrase/ sentence summary for website viewers (Save for Fall)
- Get information to doctor's offices – Angie – done but keep on the list to reference later (now have a point person and distributed some of the cards to them)
- Email blasts to target parent groups - ongoing
- Community Ed will look into having a "Subscribe" button on the website for the Curbside to Go newsletter – Kari will talk to Zena – Work In Progress

Then we planned for the 19-20 school year guided by these questions:

- What might it look like to partner with an organization (like YMCA)?
 - Kari Gorr reached out to Amy Rowan who will join our group next year. We will work with her to determine what a partnership could look like.
- Choose dates for eNews blurbs (4 per year?)
 - Late September/ early October
 - Late November/ early December
 - February
 - April
 - Late May/ early June
- Set dates for Leadership Team meetings
 - September 9
 - October 7
 - November 11
 - December 9
 - January 13
 - February 10
 - March 9

- April 6
- May 18
- At each meeting we'll confirm the next meeting's date
- During each meeting, we'll allocate time to:
 - Calendar creation
 - Mini-conference planning
 - Action steps/ ongoing work to make progress toward our K Readiness goal
 - Our learning?
- Determine dates and topics (and point people?) for PD next year
 - Given the variety of options available to providers, we'll shift our focus to offer one half-day mini-conference on Saturday. We chose February 22 from 8:00 – 12:00 and in case of weather, we'll reschedule for March 28. This will be one of our ongoing tasks at our leadership meetings next year to organize. To be determined:
 - Sessions/ leaders
 - Cost for registration (What's the cost to produce this conference?)
- Who will continue on this team? Who is looking to transition?
 - Mary will be returning to the classroom so a new person will be joining us next year. Everyone else will return to our team next year. Remember that the expectation is that as a representative, you are a conduit to all of the other staff who are educators in the programs under your "umbrella" (non-public, center-based, home daycare, Tilden)
- What else?
 - Hastings Reads – Pre K? Kari will bring up wo the group at her meeting next week