

**OKLAHOMA PARTNERSHIP FOR SCHOOL READINESS
MEETING MINUTES**

October 22, 2020 1:00 P.M.

All Board Members and Designees will attend via teleconference or videoconference

Declaration of Recording Begins, Call to Order, and Welcome

Annette Jacobi called the meeting to order at 1:02 p.m.

OKDHS has a new designee, Jennifer King, that will serve for Director Brown.

Roll Call and Declaration of Quorum

Board members introduced themselves and quorum was declared.

***Approval of Minutes**

Annie Van Hanken motioned to approve the minutes, seconded by Curtis Calvin. Jennifer King abstained. Motion passed.

Annie Van Hanken motioned to approve the special meeting minutes, seconded by Rita Echelle. Motion passed. Jennifer King, Natalie Burns, Shelley Patterson, Marny Dunlap, Kent Gardner, Audra Haney, and Anthony Stafford abstained.

Chairperson Comments

Annette thanked the Board for working through virtual meetings over the past few months.

Annette shared that the option for virtual open meetings will expire November 15 because currently the governor and legislature are not looking to extend it at this time. Annette welcomed the Board's feedback on how to comfortably move forward amid the COVID-19 pandemic. Tiffany Neill suggested that if an organization has multiple people attend, that only requiring one person to be in-person could cut down on the number of people potentially in the room. Marshall Vogts shared that he knows of at least three large statewide groups that are writing letters to the Governor about this issue. He thinks there is potential to create traction so that groups across the state will be able to safely conduct business moving forward.

Kay Floy motioned to empower the OPSR staff to write a letter to Governor Stitt and the Oklahoma State Legislative leadership to call a special session in order to extend allowing Open Meetings to be conducted virtually, seconded by Curtis Calvin. Tiffany Neil abstained. Motion passed.

***Approval of OPSR Financial Report**

Will Lightfoot was experiencing technical difficulties, so Chris Lee presented the OPSR Financials.

Annie Van Hanken motioned to accept the financials as presented, seconded by Kent Gardner. Motion passed by acclamation.

Sunset Review

Annette shared that her understanding is that the legislature is attempting to get every agency, task force, commission, board, etc. to get on the same Sunset schedule. Because of this, the legislature is only passing one-year sunset extensions. Debra has reached out to the Speaker of the House for guidance and has not heard anything back yet. Annette said that it is also helpful to Board members to attend the Sunset review as a sign of support.

***2021 Meeting Dates**

These meeting dates follow the same schedule as the 2020 meeting dates. Annette reminded the Board that these might change given any updates to the Open Meeting Act and the ability to conduct meetings virtually.

Curtis Calvin motioned to accept the 2021 OPSR Board Meeting dates, seconded by Joyce Marshall. Motion passed by acclamation.

Executive Director Report

The Board received a written report. OPSR staff member Kim Brown took another position with the Kaw Nation effective October 1, but she anticipates being able to continue working with OPSR as a tribal partner.

Debra updated the Board that fellow member, Kathy Cronemiller, is still in the hospital with COVID-19. The Board wished her a full recovery and will continue to keep her in their thoughts.

Public Comment

No public comment.

Announcements

Secretary Justin Brown shared about the development of the Oklahoma Clearinghouse for Early Childhood Success in order to keep up with the evolving knowledge and requirements within early childhood systems. The concept was in part informed by the Family First Clearinghouse and the California Child Welfare Clearinghouse. Its goal is to evaluate whether new concepts and/or research would help bolster the early childhood system. Secretary Brown thinks OPSR should be the home for the Clearinghouse whenever it is ready to move forward. CECPD will partner with OKDHS to develop a curriculum within the Clearinghouse.

Debra shared that instead of a traditional Early Childhood Research Symposium, OPSR is joining with OU-Tulsa's Early Childhood Education Institute to host a research and policy series. The first meeting will discuss the original research around Pre-K as it hits its 20-year anniversary. The original authors of the Pre-K study have agreed to share and participate. This series will be advertised nationally. OPSR Board members can anticipate a registration link in the very near future.

Tiffany Neill shared that OSDE has been reviewing English Language Standards. They have been working with committees since February of 2019 and the draft of the standards should be released early next week for feedback and comment.

Natalie Burns shared that this is her last meeting after serving on the OPSR Board for five years. She said she came on the Board as a big believer in early childhood, but that she is leaving a stronger advocate.

New Business

No new business.

Adjourn

Annette adjourned the meeting at 2:28 p.m.

**OKLAHOMA PARTNERSHIP FOR SCHOOL READINESS
OPSR BOARD AND FOUNDATION JOINT MEETING AGENDA**

March 2, 2021 2:30 P.M.

All Board Members and Designees will attend via teleconference or videoconference

Declaration of Recording Begins Call to Order and Welcome

Annette Jacobi called the meeting to order at 2:33 p.m.

Roll Call and declaration of quorum OPSR Board

Angie Clayton, OPSR Board Secretary, called the roll.

Roll Call and declaration of quorum OPSR Foundation

Carlye McQuiston called the roll.

Honor and Remembrance of Kathy Cronemiller

Annette Jacobi acknowledged the work and influence of long-time OPSR Board and Foundation member Kathy Cronemiller. Kathy was a founding member of OPSR and a lifelong advocate for early childhood in Oklahoma. Her contributions to OPSR and the state of Oklahoma will be sorely missed.

Introduction of OPSR Interim Executive Director

Annie Van Hanken acknowledged the great contributions of former OPSR Executive Director, Debra Andersen. Fortunately, the OPSR Foundation has recently hired Dr. Amy Emerson as OPSR Interim Executive Director. Dr. Emerson is a pediatrician who has focused on early childhood in her work. OPSR is excited to have her on board and is grateful for her willingness to jump into this work.

Dr. Emerson thanked both boards for trusting her to carry on this work. She shared that the mission of OPSR is more relevant than ever and is excited about this future opportunity.

Oklahoma Clearinghouse for Early Childhood Success Presentation

Secretary Brown acknowledged and thanked Debra Andersen for her work and welcomed Dr. Emerson to OPSR.

Secretary Brown thinks it makes complete sense that OPSR is the “owner” of the Clearinghouse.

Marny Dunlap said that she loves the idea of the clearinghouse and thinks that OPSR is a natural home. She pointed out that child well-being revolves around more than just childcare, so she hopes that it will include health and mental health as well. Phil Dessauer clarified this question to understand that contributors to the Clearinghouse will need to have broad representation beyond just childcare. However, Annie Van Hanken added that the funding for this project will be centered around childcare because the funding is coming out of DHS’s quality dollars available to the state.

Annette asked the timeframe of this project. Secretary Brown is hopeful that ideas can start going through the clearinghouse in the summer.

Marny Dunlap asked what the relationship between the clearinghouse and OPSR board/staff/and foundation will be. Secretary Brown believes that the formal entity will be the Foundation because they can more easily take dollars and hire staff as needed. However, these discussions will be ongoing.

The website is up, but is not complete or as robust as it will be when the full clearinghouse is launched.

Adjourn

Annie and Annette adjourned the meeting at 3:30p.m.

**Oklahoma Partnership for School Readiness
DHS Contract to University of Central Oklahoma
FY2020 Expenditures 7/1/19 - 6/30/20
Final - Unaudited**

Expenses	FY2020 Budget	YTD Actual	YTD Percent of Budget	Encumbrances	Remaining Balance
OPSR Salary (1)	\$ 189,896	\$ 185,076	97%	\$ -	\$ 4,820
OPSR Fringe Benefits	\$ 66,033	\$ 65,391	99%	\$ -	\$ 642
OPSR Contracts (2)	\$ 394,070	\$ 133,179	34%	\$ -	\$ 260,891
OPSR Printing	\$ 5,623	\$ 5,623	100%	\$ -	\$ -
Subtotal	\$ 655,622	\$ 389,268	59%	\$ -	\$ 266,354
OPSR Indirect Cost (3)	\$ 86,378	\$ 51,286	59%	\$ -	\$ 35,092
Total (4)	\$ 742,000	\$ 440,554	59%	\$ -	\$ 301,446

(1) OPSR staff are employed by the University of Central Oklahoma via a contract between DHS and UCO

(2) Training, meeting expenses, AV conferencing equipment and community engagement, including OKFutures Preschool Development Grant B5 No. 90TP0037 as awarded by the Administration for Children and Families, U. S. Dept. of Health and Human Services.

(3) University of Central Oklahoma Indirect Cost Rate of 13.175%

(4) State of Oklahoma - Department of Human Services FY2020 Change Order processed on 9/11/19
Department of Human Services FY2020 Budget Modification requested 4/30/20, approved 7/1/20

**Oklahoma Partnership for School Readiness
DHS Contract to University of Central Oklahoma
FY21 Expenditures 7/1/20 - 9/30/20
1st Quarter OPR Board Financials
Final**

Expenses	FY2021 Approved Budget	YTD Actual	YTD Percent of Budget	Encumbrances	Remaining Balance
OPSR Salary (1)	\$ 325,000	\$ 59,671	18%	\$ -	\$ 265,329
OPSR Fringe Benefits	\$ 126,750	\$ 20,264	16%	\$ -	\$ 106,486
OPSR Contract	\$ 196,372	\$ -	0%	\$ -	\$ 196,372
OPSR Printing	\$ 2,500	\$ -	0%	\$ -	\$ 2,500
OPSR Supplies	\$ 5,000	\$ -	0%	\$ -	\$ 5,000
OPSR Web Design	\$ -	\$ -	-	\$ -	\$ -
Subtotal	\$ 655,622	\$ 79,935	12%	\$ -	\$ 575,687
OPSR Indirect Cost (2)	\$ 86,378	\$ 10,531	12%	\$ -	\$ 75,847
Total	\$ 742,000	\$ 90,466	12%	\$ -	\$ 651,534

(1) OPSR staff are employed by the University of Central Oklahoma via a contract between DHS and UCO

(2) University of Central Oklahoma Indirect Cost Rate of 13.175%

**Oklahoma Partnership for School Readiness
DHS Contract to University of Central Oklahoma
FY21 Expenditures 7/1/20 - 12/31/20
2nd Quarter OPSR Board Financials
Final**

Expenses	FY2021 Approved Budget	YTD Actual	YTD Percent of Budget	Encumbrances	Remaining Balance
OPSR Salary (1)	\$ 325,000	\$ 119,341	37%	\$ -	\$ 205,659
OPSR Fringe Benefits	\$ 126,750	\$ 40,704	32%	\$ -	\$ 86,046
OPSR Contract (3)	\$ 196,372	\$ 2,800	1%	\$ 44,985	\$ 148,587
OPSR Printing	\$ 2,500		0%	\$ -	\$ 2,500
OPSR Supplies	\$ 5,000	\$ -	0%	\$ -	\$ 5,000
OPSR Web Design	\$ -	\$ -	-	\$ -	\$ -
Subtotal	\$ 655,622	\$ 162,845	25%	\$ 44,985	\$ 447,792
OPSR Indirect Cost (2)	\$ 86,378	\$ 21,455	25%	\$ 5,927	\$ 58,997
Total	\$ 742,000	\$ 184,300	25%	\$ 50,912	\$ 506,789

(1) OPSR staff are employed by the University of Central Oklahoma via a contract between DHS and UCO

(2) University of Central Oklahoma Indirect Cost Rate of 13.175%

(3) \$37,485 has been encumbered for Community Action Lab and Story Gathering
\$7,500 has been encumbered for Rob Corso Pyramid Model

**Oklahoma Partnership for School Readiness
DHS Contract to University of Central Oklahoma
FY21 Expenditures 7/1/20 - 3/31/21
3rd Quarter OPSR Board Financials
Preliminary**

Expenses	FY2021 Approved Budget	YTD Actual	YTD Percent of Budget	Encumbrances	Remaining Balance
OPSR Salary (1)	\$ 325,000	\$ 157,276	48%	\$ -	\$ 167,724
OPSR Fringe Benefits	\$ 126,750	\$ 54,441	43%	\$ -	\$ 72,309
OPSR Contract (3)	\$ 196,372	\$ 2,800	1%	\$ 44,985	\$ 148,587
OPSR Printing	\$ 2,500		0%	\$ -	\$ 2,500
OPSR Supplies	\$ 5,000	\$ -	0%	\$ -	\$ 5,000
OPSR Web Design	\$ -	\$ -	-	\$ -	\$ -
Subtotal	\$ 655,622	\$ 214,517	33%	\$ 44,985	\$ 396,120
OPSR Indirect Cost (2)	\$ 86,378	\$ 28,263	33%	\$ 5,927	\$ 52,189
Total	\$ 742,000	\$ 242,779	33%	\$ 50,912	\$ 448,309

(1) OPSR staff are employed by the University of Central Oklahoma via a contract between DHS and UCO

(2) University of Central Oklahoma Indirect Cost Rate of 13.175%

(3) \$37,485 has been encumbered for Community Action Lab and Story Gathering

\$7,500 has been encumbered for Rob Corso Pyramid Model

(4) This does not include March Invoice.