



Lenawee Great Start Parent Leadership Work Group Meeting Minutes

October 7, 2010 Adrian Public Library 12:00 pm – 1:30 pm

Members Present:

Christine MacNaughton

Amy Vanhise

Jenni Pagel

Lisa Eack

Heather Perez - Chairperson

Sally Oliver

Kay Barber – Guest

- Lunch- provided by LGS (Pizza through our partnership with Domino's Pizza of Adrian.)
- Address Change on Literature.

The Kindergarten Readiness Brochure lists the Great Start office address and phone number as the previous location in Tecumseh. The group discussed the following options:

1. Using labels to cover up and correct the address
2. Reprinting the material
3. Pay approximately \$20 a month to have the phone number forwarded to the new location.

The group decided that option #3 was the best choice and to revisit the issue in 6 months.

Christine made a suggestion that the Parent Liaisons get business cards made with the correct contact information on them.

- Kindergarten Readiness Literature Launch.

Heather suggested that we explore finding a kindergarten teacher to be present at the Kindergarten Readiness launch events. The following teachers were suggested by the group:

1. Sarah Holtz – Prairie
 2. Tiffany Olsaver – Michener
 3. Holly Bella- Morenci
 4. Jamie Rorick – Alexander
 5. Sarah Harwood – Michener
- Establish Sub-Committees for planning Kindergarten Readiness Launch Events.

Heather asked that sub-committees be formed for the following launch events:

1. Leaping into Lenawee, Adrian Mall, March 12, 2011
2. Lenawee County Fair Kids Day, Tuesday of fair week, July 2011
3. Ready, Set, Grow , Cal Zorn Park Tecumseh, August 2011

The chair person for each of the event would be responsible for the following:

1. Schedule a teacher (or two) for the event.
2. Make arrangements for table, etc. at the event.
3. Be present.

Amy Vanhise volunteered to be the chair person for the Lenawee County Fair event.

The group discussed having a table at Kindergarten Round-ups in Spring 2011. The suggestion was made to reach out to the local superintendents to get them familiar with the information and get their buy-in. The support of the superintendents is important.

It was suggested that we may explore having the volunteer teachers be available to call parents who had questions at the launch events after the event itself.

- The question arose whether Kindergarten Round-ups would be an appropriate place to distribute the Kindergarten Readiness brochure. All agreed that having teachers familiar with the information would be a great resource for local families. The suggestion was made to start with the Superintendents to get their buy-in; a top down approach. Sally Oliver mentioned that each school has a ½ day in-service each month. She suggested we ask the superintendents if we could make a ½ hour presentation at the next district wide in-service. Heather is going to send

and email to Mark Haag and suggested that maybe Collaborative board members who are school administrators could make the presentations to their local districts.

- Dissemination of skill set.

The following methods were discussed:

1. Including the information in the boxes being assembled to be distributed to local pediatrician office managers.
2. Contact Jennifer Ellsworth (a marketing professor at Adrian College) to have her marketing class help in developing a distribution plan.
3. Patricia Gray at Adrian College also has access to student volunteers who could help distribute the information.
4. Confirm that the skill set appears on the Lenawee Great Start website.

- Creation of Survey questions.

The format of the survey was discussed. The group came up with two options:

1. Having a paper (physical) copy for the user to fill out. This would be beneficial for polling those who are not comfortable with computers or those who do not have computer access.
2. Printing up business cards that contain the on-line survey location.

September 2011 was set as the target date to conduct the survey. Back to school open house's maybe a good opportunity to conduct the survey. It was suggested that Head Start could also be a survey location.

The group created five questions for the survey:

1. Have you seen this brochure? (Include picture of front of brochure).
2. Where did you see it? Give check boxes for the following options- Dr's office, Health Department, School, Event, Website.
3. Did you find the information helpful/ useful to you and your child?
4. Would you recommend this brochure to a friend?
5. Do you have any recommendations on how we can make it better?

- The next meeting will be at the LISD Tech Center on December 2nd from 12:00 noon to 2:00 pm.
- Minutes Submitted by Kay Barber.