

WASHINGTON COUNTY EMPOWERMENT  
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**PROGRAM COMMITTEE**

**Minutes**

**October 23, 2008**  
**Washington Public Library**  
**110 N Iowa Ave**  
**Washington, IA 52353**

**Members present:** Anna Rich, Jennifer Callahan, Evan Parrott, Delores Carpenter, Tasha Beghtol, Jolisa Weidner

**1. Preschool Scholarships**

Tasha handed out and reviewed scholarship applications. Consensus to approve full funding beginning November 1<sup>st</sup>, 2008 for applicants 37 and 38. Consensus to table applications 35 and 36 until additional information is submitted. Members requested to see brief explanations for the circumstances that required late applications for the preschool year. Tasha will follow-up with letters to the parents and require additional information prior to the November 13<sup>th</sup> Board meeting. Members agreed that if information is received and applications are approved, then scholarships will be effective as of November 1<sup>st</sup>, 2008. Jennifer asked if there were sufficient funds to add more preschool scholarships at this time. Tasha noted that if the budget is over spent for scholarships it would draw on the unallocated professional development funds that are also in the Preschool Support carveout.

**2. Quarterly reports**

Sample 1<sup>st</sup> quarter reports were handed out. Tasha explained that not all reports were received by the deadline and that 1<sup>st</sup> quarter reports are often drafts or require data that is not yet obtainable. Committee members agreed to review 2<sup>nd</sup> quarter reports as a group during the committee meeting. The committee will break up into smaller groups and review a portion of the reports. Tasha will provide written program descriptions for members to reference while reviewing the quarterly reports.

**3. Professional Development – Preschool Support carveout**

The revised FY09 budget was handed out and Tasha noted the current balance of \$21,370 for professional development in the Preschool Support carveout. A request from a childcare center director was made to cover lodging costs associated with a training that she plans to attend in April 2009. Members discussed the possibility of utilizing a portion of the professional development budget to offer stipends to local teachers and directors.

The stipend program would include:

- A brief one page application
- Pre approval of the training and stipend will be required
- Stipend will be a reimbursement after all receipts are turned into the WCE office
- Pre-approval form will require participants to show other contributions including, but not limited to
- District, center, preschool board, employer, and/or self contribution to cost of training
- Stipend will not be awarded for mileage and lodging if the training is already provided at no cost (for example: creative curriculum)
- All applications will go before committee for approval
- Stipend will be a daily maximum of \$100 with a total cap of \$400

Other discussion regarding a stipend program included the requirement of an applicant to show how the training works into a long-term plan for the program and entire staff. It will be important to show that the participant will take the information received and train local staff.

Tasha will complete a rough draft application for presentation and approval at the November 13<sup>th</sup> Board meeting.

***VISION AND MISSION STATEMENT:*** *All individuals within the Washington County Empowerment Area will have a community that values and provides the opportunity to maximize their potential in a safe, stable, and nurturing environment, through partnering and collaborative efforts.*