

 <p>MINUTES</p>	Date:	November 5, 2009
	Time:	10:00 am
	Location:	RRDSSAB Board Room
	Chair:	Carolyn Skirten
	Recorder:	Mildred Beck
Type of meeting:	Rainy River District Best Start Network Meeting	
Participants:	Carolyn Skirten, Ann Anderson, Mildred Beck, Nicole Cheetam, Deb Cousineau, Judy Lindholm, Leanne Mineault, (t/c) Sandra Russell	
Regrets:	Kim Gardiman, Anne Marie Armstrong, Kim Anderson	
Absent:	Tammy Faykes	

1) Welcome/Call to Order/Introductions

Bill Reynolds, Data Analysis Coordinator for the Kenora/Rainy River Districts, was in attendance to present the latest EDI Results with the 2002 Data excluded. As the report was only in draft form, Bill will be preparing a final draft for distribution to all of our Network Members in 2010. Discussion was held with regards to having Bill present at individual Network Member levels in the future either via WEBINAR's or attendance at actual meetings.

Action: Distribute final EDI data report as prepared by Bill Reynolds when available and organize future presentations to individual Network Members via OEYC, as requested.

Agenda Item #5 (d) Ongoing Business – Ministry Update was moved to immediately following the EDI presentation due to Sandra Russell's attendance at another meeting.

5) Ongoing Business

(d) Ministry Update: Sandra Russell

Regional Best Start Network Meeting: Sandra advised that there will be a Regional Best Start Network Meeting held in Sault Ste. Marie from Tuesday, March 2 to Thursday March 4. This meeting will be comprised of all of the Regional Best Start Network Representatives. A request was made to have the Rainy River District Best Start Network provide 2009 Planning and Development Surplus dollars, if available, to aid in sending our Hub Coordinators to attend the March 3rd meeting date.

Action: Determine if funds are available from Planning Dollars at 2009 Year End to assist Best Start Hub Coordinators in attending this meeting and vote to decide if the Rainy River District Best Start Network concurs in utilization of Planning Dollars for this purpose.

Infant Development Program Review: The consulting company contracted to assess the provincial Infant Development Programs has a report ready for distribution.

Early Learning Program: \$200M will be invested in 2010/11 for the purpose of going forward with the Provincial Full Day SK program as announced by the Province. School Boards and MCYS have been given clear direction as to the selection criteria for schools in Stage 1 of this initiative. The levels of collaboration throughout our Region have been good. Sandra is the lead for our Region for MCYS with Carol-Lynn Oldale and Carmen Turcotte for the Ministry of Education, Thunder Bay Regional office.

All discussions and meetings will have both Ministries participating per Jim Greive, ADM for Education, Early Learning Branch. The respective Boards of Education will identify with the CMSMs/DSSABs and Best Start Networks which schools would be put forward for Phase I of the ELP. The local Best Start Networks will become the “goto” for District needs. School Boards will be notified by January 15, 2010 as to which schools have been approved.

School Readiness will depend on schools that don't require capital needs.

Dr. Pascal is currently working on the JK curriculum for the fall of 2010 including incorporating the ELECT into programming.

MCYS will be meeting with the Best Start Networks in regards to other sections of the report and moving forward with the Early Learning in 2010. Issues around integration and support for Early Learning will be a priority.

Judith Lindholm enquired as to how the implementation of the ELP in 2010 will affect the Zaagi-idiwin Aboriginal Head Start Program. Sandra advised that at this point she does not see any impact on the program for 2010. Full roll out won't be completed until 2015.

2) Our Vision: “*The Best Start for ALL Children*”

3) Approval of & Additions to the Agenda

Additions:

7) Other: Early Learning for Every Child Today (ELECT)

Agenda Approved with addition as noted.

4) Review of Minutes:

Revise September 3/09 minutes: Ongoing Business – Committee Reports

Action 3 to read: Team Leads are responsible to the Best Start Communications Committee.

Moved: Ann Anderson
Seconded: Leanne Mineault

“To accept the minutes from the meeting of Sept 3rd, 2009, as amended.”

All in Favour: Carried.

5) Ongoing Business:

a. Update – Action items

1. Caring & Sharing - Sarah will consult with the Kenora Best Start Network regarding the alternate Caring & Sharing symposiums between the Kenora and Rainy River Districts. Ann Anderson will verify with Sarah what decision has been made in Kenora.

2. National Child Day Poster – it was deemed not feasible to have this project initiated by November 20th. It was decided that the poster campaign will be moved to January 2010 along with the radio ads.

3. Book Coupons – the book coupons will be set for the end of January as planned with Team Leads bringing the budget to the next Communications Committee meeting.

4. Early Learning Conferences – it was decided that this event will be held every 2nd year and a team comprised of Leanne Mineault, Sarah Stevenson and Mildred Beck will plan with the Best Start Hubs and Child Care Services.

5. Children’s Services Fair – Kim Gardiman and Deb Cousineau are the leads for this initiative and have spoken to Tammy Faykes and Anne Marie Armstrong to assist in planning.

6. SWOT Analysis – Mildred will connect with Child Care supervisors to gather data to assist school boards in site selection with regards to implementation of the ELP and impact on local Child Care Centres. Full impact per District data contained in the SWOT will be better known after school selection is completed. A further survey will be completed after school sites are confirmed.

7. Letter to Sandra Russell re Pascal Report and RR SWOT Analysis – letter completed by Deb and submitted with SWOT to Sanda.

8. Assets in Action – This item was deferred to the January 2010 meeting.

9. Caring & Share Travel Expenses –Mildred reported that claim forms were sent out and submitted from those who attended. There was not much participation from the Rainy River District outside of Child Care Providers/Nursery Schools.

10. Toronto First Duty Report – Ann Anderson did forward this report to the Network Members.

11. Enhanced 18 Month Well Baby Visit – Deferred to January 2010 meeting. Deb and Kim will report then.

b. Committee Reports

Communication Committee – Leanne reported that one Key Message was revised per the Kenora Best Start Network meeting and she will send out the new revision to the Best Start Network Members. A final draft of the Communications strategy was completed and leads were still required for the Children’s Services Fair. Chris Maltais will be sending out letters requesting information for the number of families served for Best Start.

Recruiting Partners – Ann will be meeting with Sarah Stevenson (Kenora Best Start Network) on November 12.

c. Financial Update: Mildred Beck provided a financial update, as per the attached Year-to-Date Report.

Mildred Beck presented a proposal for administrative services to be performed by the Rainy River DSSAB to the Network for their consideration. A copy of services to be provided by the RRDSSAB per the proposal is attached.

Moved: Ann Anderson
Seconded: Leanne Mineault

“That the Rainy River District Best Start Network dedicate \$8,000.00 to administration to be carried out by the RRDSSAB in 2010. If the cost of administration changes, it will be brought to the Rainy River District Best Start Network for approval.”

All in Favour: Carried

A draft budget for 2010 will be presented at the January 2010 meeting for approval.

d. Ministry Update: *presented at beginning of meeting after EDI report.*

e. Coalition Updates/Reports: Not available.

6) New Business

a. Best Start Hub Update: Leanne reported on the 2009 fall Best Start Hub “Face to Face” in Dryden. At this meeting the Northwestern Health Unit made a presentation and there was a review of the Hub Development Plan. A primary goal is the continued development of Hub Protocols. A review of “Best Practices” and establishment of some uniform guidelines for our Districts will be completed.

b. Correspondence from School Board re Pascal Recommendations: Ann presented the Ministry of Education memo regarding the implementation of the Early Learning for 4 & 5 year olds. It was noted by Ann that the Boards of

Education will require an Early Years Leader to aid in implementation of the ELP. Key information set out in the memo was as follows:

Schools to be selected had to be existing structures that did not require any capital infrastructure dollars. Criteria for selection is to be based on: 1) Availability of Space; 2) Community Need/economic status; 3) Sites were to have minimal impact on existing Early Learning Programs and Child Care; 4) Student Achievement Measures (schools that needed extra support) and; 5) Readiness to Implement.

School choices are to be submitted to the Ministry of Education, Early Learning Division by November 30. The Boards of Education will be advised on January 15th, 2010 of the approved sites.

At present, the site selection for the Rainy River District School Board is the North Star School in Atikokan.

The program model for services is as follows:

- 1) 9:00 a.m. to 3:30 p.m. – JK/SK Teachers and 1 ECE per classroom.
- 2) Extended Day Component of 7 to 9 a.m. and 3:30 to 6:00 p.m. – ECE Staff
- 3) Class size – 26 students

c. Full Day Early Learning: The Early Learning for Every Child Today (ELECT) will be presented to Child Care Services professionals in the spring of 2010. There will be a guideline for the curriculum in a “GOTO” Meeting format for days and early evening sessions. Sessions will be held Feb 8/10 from 12:30 to 2:30 p.m. and on Feb 17/10 from 6:30 to 8:30 p.m.

Jean Clinton will be presenting a lecture on “Key Concepts and Needs for Early Development in Infants and Toddlers” at the April 21- 22nd, 2010 ELECT Conference in Kenora.

Action: Mildred and Leanne will coordinate web conference sites for use by child care professionals in the Rainy River District for February 8th and 17th training sessions.

d. Web Site Development: Cindy Glavish presented the draft Web Site format for the Rainy River District Best Start Network and all members present reviewed content to be contained on the web site with the following recommendations:

1. Key messages revised to reflect the approved formats and order.
2. Face Page updated to photos of younger families.
3. Current Best Start Plans and Terms of Reference remain, but Best Start original Implementation Plan removed as outdated.
4. Retain current minutes and prior year only on site.
5. Remove Newsletters and Organizational Chart (outdated)

6. Include Best Start Fact Sheets, Transition to Schools for Special Needs, Dr. Pascal's report, ELECT, etc.

Action: Mildred and Cindy will update Website per Network recommendations and have site on line by year end. Any further additions or revisions will be done as required.

e. **Election of New Chair:** Deferred to January 2010

7. Other Business – N/A

8. Next Meeting Date – January 7, 2010 (10:00 a.m. – 3:00 p.m. at the RRDSSAB)

9. Meeting Adjournment