I. CALL TO ORDER
Kristen Seatavakin, commission chair, called the meeting to order at First 5 Marin at 5:40 p.m.

Commissioners Present:
Kristen Seatavakin – chair
Gabrielle Auguste – vice chair
Kari Beuerman
David Bonfilio
Lisa Leavitt MD
Lucia Martel-Dow
Supervisor Dennis Rodoni
Juan Rodriguez

Commissioners Excused:
Amy Eisenmann

Staff Present:
Michelle Fadelli
Susanne Kreuzer
Amy Reisch

Guests Present:
Melissa Guerrero
Raquel Rose

II. MEETING MINUTES

Commissioner Seatavakin asked if there were changes, additions or corrections to the commission minutes for the last meeting on November 20, 2019.

Motion/Second: Rodoni/Bonfilio
The minutes of November 20, 2019 were unanimously approved.

III. COMMISSIONER COMMENTS

Commissioner Rodoni reported attending an emergency preparedness event at Bahia Vista Elementary School with the Office of Emergency Services, San Rafael Police Department and San Rafael Fire Department. 100 emergency “Go Bags” were distributed from AlertMarin.org. (This gathering was a family “charla,” conducted in Spanish, with translation for the few English speakers.)

Commissioner Lisa Leavitt reported that Executive Director Amy Reisch and Help Me Grow Coordinator Susanne Kreuzer attended pediatric grand rounds, the monthly meeting of pediatric providers at Marin General, to discuss the “Help Me Grow Marin” program being developed at First 5 Marin. The physicians were very interested and had a lot of questions. They want another, more in depth presentation in the future.
Commissioner Kari Beuerman announced that Marin Health and Human Services is co-sponsoring a forum and training for “Child Abuse Prevention Month” in April. This “Blue Ribbon” event is being co-sponsored by First 5 Marin and Parent Services Project; it will take place at the Embassy Suites Hotel on Wednesday, April 22nd.

Kari also announced that the Governor recently released his proposed budget for 2020-2021. Amy added that the budget includes funding for 10,000 new preschool slots.

*** POLICY BREAKFAST 2020 – Michelle Fadelli announced that First 5 Marin’s Annual Policy Breakfast will be held on Friday, May 1, 2020 at the Embassy Suites Hotel in San Rafael. (Commissioners may release the date previously being held, April 24th).

IV. EXECUTIVE DIRECTOR’S REPORT

Executive Director Amy Reisch presented her written report and added that First 5 Marin will be sponsoring a forum on the 2020 Census. This event will be aimed at local service providers and will focus on the importance of counting young children. General information, online tools and shareable documents will be provided. This event will be on Monday, February 24th at the Embassy Suites Hotel.

Michelle shared information for the full list forums for the first half of 2020:

- January 28th – Making Ends Meet in Marin (with the CA Budget & Policy Center)
- February 24th – Census 2020: Count the Kids
- March 18 – Social-Emotional Learning (pending)
- April 22 – Child Abuse Awareness Month
- May 1 – POLICY BREAKFAST
- June 1 – Internet Safety for Children: Privacy, Social Media and Apps (with Common Sense Media)

Amy also shared information about the Financial Report. On page two, the Balance Sheet doesn’t include interest earnings and the trial balance from the County because they were not received by the time the report was being completed.

Also, we have only received July revenues from the State, and nothing since then. July revenues were about $94,000, which is a just bit more than half of regular receipts. There are no estimates for any revenues since. We have reserves, but this is a very serious situation, especially for small counties; some may need to close if they do not receive their revenues. We are slated to receive our Prop 56 backfill revenue within days, and it is estimated at $350,000 – more than five times last year’s amount.

She also noted that second quarter invoices will appear in the third quarter; that’s why project funding looks low.

V. COMMISSION DISCUSSION

- FY 2018-19 Audit – As was reported (but not captured in the minutes) at the October Commission meeting, Annual Audited Financial Statement for 2018-19 had a finding of a “material weakness of internal controls.” This occurred because we failed to provide an estimated amount of Prop10 Revenues (that had not been received) to be included as a receivable in for our financial statement.

  This oversight was corrected on October 15, 2019; adjustments were identified and corrected. We now have procedures in place to make a revenue estimate should funds not be received in
time for the audit, ensuring that all revenue transactions are recorded within the correct fiscal period, even considering external factors, for purposes of completeness of presentation to the public.

- **Update on KSEP—the Kindergarten Student Entry Profile** – Melissa Guerrero from the Marin County Office of Education presented an update on the KSEP program. This year (Fall 2019) we had participation from:
  - 63 teachers
  - 27 school sites, 11 districts
  - 1206 students

**Overall school readiness**: using KSEP’s four categories of school readiness: overall results for the 1206 students profiled were:
  - 54% Ready to Go
  - 28% Needs Quarterly Monitoring
  - 16% Needs Monthly Monitoring
  - 2% Needs Immediate Follow-Up

**Social-Emotional** – For “social-emotional” readiness, 47% of students were found to be “ready to go.”

**School Ready** - For “school ready” items, 67% of students were found to be “ready to go.”

**Race** - For project data by race, 78% of White students were deemed “ready to go” versus 14% for non-Whites.

**Ethnicity** – Only 10% of Latino/Hispanic students are “ready to go” versus 77% non-Hispanic/Latino students.

**Gender** – For those students profiled as “needing immediate follow-up,” 27% were female and 73% were male.

**Pre-K Attendance** – Of those students deemed “ready to go,” 76% had preschool experience and 7% reported no preschool; the remainder did not report.

**Raquel Rose**, Assistant Superintendent at the Marin County Office of Education, spoke about this year’s KSEP report. She said it is clear that “social-emotional readiness” is key. We have to ask how we can set up our learning environments to improve the outcomes for more children. Regarding the KSEP itself, we don’t have 100% participation, however 98% of teachers are doing some kind of student review and monitoring. Assessment is important to our efforts to identify progress and key to providing resources to help those children who might be headed to special education.

Amy added that the KSEP information is also very important for countywide policy change. It’s important for teachers, not just the children. The question is, what are you doing with the data you receive to instruction and the school experience?

Lucia Martel-Dow asked who makes those decisions.

Juan Rodriguez said the system is not ready to meet those kids. Who’s really not ready?

*Raquel added that we must ask how we are building off the knowledge that kids bring with them.

Melissa said that a majority of teachers will use the tool again. Kinder teams are looking
at combined site results, and plan to work together to support one another. The results will also:

- *be shared with parents at conferences
- be used by intervention groups
- promote a social-emotional focus in the classroom
- be shared with administrators and counselors

**What worked?** The “in-person” orientation and training for use of the tool as a positive improvement (over the video training last year). A retired kindergarten teacher from Sonoma conducted the training. Also, teachers appreciated the stipends (although these may not be sustainable), and the offer of a substitute teacher during assessments (even if they chose not to use one).

What needs work? Not all teachers had the support of their principal. (And we would like to have a higher percentage of kindergarten teachers participate.)

MCOE is exploring a parent survey and an improved data system.

Kari asked if parents are aware of the KSEP program.
*Yes, and the results are being shared in conferences.*

Michelle asked if parents are informed about actions they can take to improve a child’s scores and school readiness status.

Amy announced that the power point from MCOE with all the data results in chart form is available; commissioners may request a copy (which can be printed in larger font size).

Juan asked about the big picture and if there were any surprises.
*Raquel said that originally KSEP was seen as a universal tool for a picture of how kids are arriving at kindergarten. Now, we realize it provides tools to support teachers.*

*Amy said there are two streams: policy for the community and the school system as well as for the early childhood education (ECE) community.*

*Michelle added that it underscores the value of developmental playgroups for those children who cannot attend preschool.*

*Amy added that there are many ways to get these (school ready and social-emotional skills): preschool, playgroups and family resource centers.*

*Juan mentioned the narrative about “those kids” and “those schools.” We need to focus on closing the academic achievement gaps.*

*Lucia said this data does not say Latinos are not ready for school.*

*Raquel shared that some teachers believed that certain students were not ready to start school—and that’s wrong. This is not about not starting or about keeping kids out of school. It’s data that can inform us as to who needs more intervention and support.*

*Kari said that prevention is key. What does support look like?*

*Raquel said we would recommend a cohesive project.*
*Amy said we may need to come back with new ideas.

VI. BREAK TO EXECUTIVE SESSION – Commission chair Kristen Seatavakin called for an executive session at 6:37 pm to discuss the executive director search.

The commission returned from executive session at 7:10 pm. Commission chair Kristen Seatavakin reported the following:

a. Executive director search – the commission discussed the proposed salary schedule, relocation expenses, and the job description. All were approved.

b. Marin Women’s Hall of Fame Dinner – the commission agreed to purchase two tables for the Marin Women’s Hall of Fame Dinner on Thursday, March 26th where Executive Director Amy Reisch will be recognized and entered into the Hall of Fame.

VII. ADJOURNMENT – Commission chair Kristen Seatavakin adjourned the meeting at 7:11 p.m.

NEXT SCHEDULED COMMISSION MEETING:

Wednesday, February 19, 2020 at 5:30
1050 Northgate, Suite 130
San Rafael

Future meetings:

March 18
April 15
May 20
June 17
September 16
October 21
November 18