



MEETING NOTES

Region 13 Action Council Meeting

Date & Time: May 11, 2023, 12:30pm-2:30pm

Council Members present: Kara Boozer, Tranae Brockhouse, Jennifer Clark, Emma Conway, Shirley Gordon, Ashley Griffin, Christy Jean, Jessica Palazzolo, Jill Wardlow
Council Members absent: Crystal Donoho, Makyla Hargrave, Mary Hart, April Higgins, Maria Koehler, Deborah Lewis, BreeAnna Pelcynski

12:30 Welcome, Introductions, Ice Breaker & Community Agreements (8 mins)

Notes:

- Birth to Five Staff: Heather Pruettt – Regional Council Manager, Brittany Lemons – Family and Community Engagement Specialist, Jessica Chin – Administrative Support
- Members: Kara Boozer – Youth development educator at the University of Illinois Extension, Tranae Brockhouse – Director of Project Child and Child Care Resource and Referral Office at Rend Lake College, Jennifer Clark – Owner of Clark Academy School, Emma Conway – PreK Teacher at Germantown Elementary, Shirley Gordon – Elect Lady at Southtown Apostolic Church, Ashley Griffin – Director of Ivy League Day School, Christy Jean – Director of Rend Lake College Children’s Center, Jessica Palazzolo – Manager at Lincoln Prairie Behavioral Health Center, Jill Wardlow – Program Director for the Regional Office of Education Preschool for All
- Members introduced themselves and shared what they look forward to doing this summer.
- Community Agreements for an effective meeting space were reviewed.

12:38 Family Council Updates (2 mins)

Notes:

- Birttany reviewed updates from the Family Council’s meeting on strengths and needs.

12:40 Regional Needs Assessment Review – Full Review (51 mins)

Notes:

- Heather reviewed the sections of the Regional Needs Assessment:
 - Regional Demographics
 - Community Collaborations
 - Early Childhood Education and Care Programs
 - Slot Gap
 - Workforce
 - Parent/Family/Caregiver Engagement
 - Regional Strengths and Needs

Decisions made:

- Private preschools are not included in the slot gap numbers.
- Council members will be getting a copy of the Regional Needs Assessment after editing and before dissemination.
- College credit hours are not included in the teacher education numbers.

Next Steps:

- If there are any concerns with anything that was reviewed in the Regional Needs Assessment, please email Heather Pruett.

1:31 Recommendations (9 mins)

Notes:

- Heather shared the top seven needs after reviewing all Action Council member's rankings.
- The Family Council's top six needs were reviewed.
- Shared the top eight combined need rankings of the Action and Family Council

Decisions Made:

- We will be combining needs and creating overarching recommendations.

Next Steps:

- There will be an email sent out with the final top five recommendations after the meeting.

1:40 Dissemination Plan (6 mins)

Notes:

- Heather shared the goals of our summer dissemination.
 - Share the Regional Needs Assessment with as many people and organizations as possible.
 - Explain how we came up with the top recommendations.
 - Gather feedback on the assessment.

Decisions Made:

- Organizations the Council would like to help share the Regional Needs Assessment:
 - CCR&R

- School Districts

Next Steps:

- If you have any ideas on what organizations or agencies need to see and review the Regional Needs Assessment, please email Jessica.

1:46 Summer Meeting Plan, Closing Comments (12 mins)

Notes:

- Reviewed what this summer will look like for the Action Council.
- Recruitment for additional Action Council members will open this summer.

Decisions Made:

- Our summer meetings will be once a month at 1:00 pm.
 - June 15th
 - July 13th
 - August 10th
- We will be having a Summer Meet and Greet with the Family Council and families.

Next Steps:

- If you have suggestions on where we should go for our Summer Meet and Greet, please email Jessica with your ideas.
- Jessica will be sending out an anonymous evaluation of your experience with the Action Council.
- Jessica will also be sending a follow-up email asking if you will be continuing into the next term of the Action Council.