



MINUTES

IOWA AEYC GOVERNING BOARD MEETING

Saturday January 20, 2024

9:00 AM – 3:30 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/83536763807>

Meeting ID: 835 3676 3807 Dial in 1(305)224 1968

Please RSVP to wmosdal@iowaaeyc.org with your intention to participate if you have not already done so. Iowa AEYC promotes high quality early learning for each and every child, birth through age 8, by connecting practice, policy and research. We advance a diverse, dynamic early childhood profession and support all who care for, educate and work on behalf of young children.

Attendance:

X	Brandy Smith	X	Kelsey Andersen	X	Kristin Rourk
X	Crystal Abbe	X	Tracy Ehlert	X	Tiffany Skaggs
X	Brian Kingrey	X	Marc Elcock	X	Jennifer Wright
X	Brenda Loop	X	Linda May Fitzgerald	X	Jillian Herink
X	Renee Hardman	X	Amy McGinn	X	Guest(s): Wendy Mosdal

TIME	TOPIC	ACTION REQUIRED/ROLE OF BOARD
8:45-9:00	Set up, log in and coffee chat (Jillian Herink, Executive Director)	
9:00-9:05	<ol style="list-style-type: none"> Call to Order (Dr. Brandy Smith, President) <ul style="list-style-type: none"> Welcome introductions agenda additions and today’s agenda approval; Expectations for the board In our discussions, please remember our HPIO Guiding Principles Agenda Approval (Dr. Brandy Smith, President) Consent Agenda (Dr. Brandy Smith, President) <ul style="list-style-type: none"> Board reports ED report January Executive Committee mtg minutes 	<p>Leadership, and Innovation</p> <p>Motion item - approval of agenda</p> <p>High Quality Early Childhood Education</p> <p>Professional Membership, Leadership, and Innovation</p> <p>Organizational Excellence</p> <p>The Profession</p>

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	<ul style="list-style-type: none"> October board meeting minutes Membership numbers <p>p. 5-41</p>	Motion Item- approval of Consent agenda
<p>The meeting was called to order at 9:02 AM. Motion to approve the agenda with one switch in times between Ashley and Jillian on the agenda by Crystal and seconded by Brian. Motion passed unanimously. Motion to approve the consent agenda by Tiffany and seconded by Jen. Motion passed unanimously.</p>		
9:05-9:22	4. Introduction & Welcome to Renee Hardman, HPIO Chair (Dr. Brandy Smith, President)	Professional Membership, Leadership, and Innovation Organizational Excellence
<p>Introduction by Renee, our newest board member. Renee will be starting a new position on Tuesday as President and CEO of Lutheran Services in Iowa. Her background is in HR and DEI. Renee is also a member of the city council in West Des Moines. Renee thanked Donna for the transition meetings. All other board members and guests introduced themselves.</p>		
9:22-10:08	5. Leadership Activity- Policy article discussion (Dr. Brandy Smith, President)	Professional Membership, Leadership, and Innovation Organizational Excellence
<p>p. 42-56</p> <p>In October, we started a conversation about which voices we are representing and which we aren't. Questions about where we are in our state and what are some challenges or possible solutions? The end result is to be a white paper stating our position. Brandy shared some slides which provided some information from our October meeting as well as information from the article she asked us to read called Advancing Equity and Inclusion for Young Children with Disabilities and Delays. In October, we talked about our concern that Iowa AEYC are not seen as experts, licensure, siloes, support services inconsistent, funding not consistent, attacks on DAP, and pay parity. Solutions identified in October were: funding/pay parity, more consideration of licensure, coordinated services, EC experts across silos at different tables, elevating family voices and purposeful data collection. Jen said she appreciated the inclusion of data pieces. Linda shared that she loved the article. She also shared about a unified endorsement that was started 30 years ago with the intent to be the only endorsement needed and that work is still not completed. The silos are real and given that the silos are being blown up makes it even more challenging. Brian shared that the service delivery area stuck out to him and people who have been in the field for a while may not have the same endorsements because some of those endorsements don't exist anymore. He also shared the example of Miranda, past board member, has a master's degree but isn't considered a master's level teacher due to her experience being in a child care center rather than a school. Tracy shared that she is in a similar position since she does teach in a public school now but an exception is needed annually. There will be a change in the DE so maybe there will be more opportunity to request changes. Kristin shared about what they are doing in the Des Moines public school district to meet their goals in 5 years for inclusive classrooms. They are doing a pilot next fall with Iowa State. Tiffany shared about her experiences in completing her bachelor's degree but it will not lead to a teaching license since she is unwilling to close her family child care in order to achieve it. Kristin echoed that and how the districts need to partner with child care since so many children are being kicked out of child care. Jillian shared that because she was a licensed teacher before she began her family child care,</p>		

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she was able to provide the least restrictive environment. Crystal shared that she was excited to see recruitment and retention for teachers from multicultural backgrounds. She also shared that the article is holistic to all children, not just those with disabilities. Kelsey shared about the struggles in for-profit child care and how they lose children to school districts even though they have a licensed teacher and the children are not thriving because of the changes in setting. Brandy shared the 6 solutions in the chat that we came up with in October and matched those up with the article and how they interact.

When looking at how Iowa AEYC Governing Board’s proposed solutions compare to Start Early’s current “Advancing Equity and Inclusion for Young Children with Disabilities and Delays” proposed solutions the analysis is as follows:

1. Funding/pay parity - 8
2. Licensure - 8
3. Coordinated services - 11
4. E.C. experts across all silos at each table - 12
5. Elevating family voices - 9
6. Purposeful data collection - 8

Crystal wondered about how to be inclusive with those educators who don’t have a typical licensure.

10:11-10:32	6. Financial Reports -2 nd quarter and year-to-date financials (Dr. Brian Kingrey, Treasurer) p. 57-59	Governance and Oversight Motion Item
<p>On the balance sheet, it balances! Total assets: \$2,457,272.45 and total liabilities matches. Total equity is \$1,915,146.72. On the budget to actual report, we should be at about 50% through the end of December. Brian highlighted items that are significantly more or less than 50% including membership at 62%, interest income at 129% and donations at 112%. Sponsorship revenue is at 159%. Fundraising is at 0%. Amazon Smile is no longer. This will include Giving Tuesday and Week of the Young Child will occur here in the future. Conference revenue is at 70%. Unrealized gain/loss is \$5766 which is due to us making some money with our investments. Total gross income overall is at 46% or \$5,880,879. Jillian shared that the fall institute is a money loser, not a money maker. Jillian’s goal is to have a cost neutral conference. There are no evaluation costs this year and there have been no interest expenses. There are no expenses projected for publications either. Expenses are significantly over budget at 338% in the advertising/marketing line item which does not exceed what will be recouped through the contracts. T.E.A.C.H. stipends is also over expected but also is not exceeding what is in the contracts. Board expenses and PEG expenses have been broken out now. Board expenses are at 126% and PEG expenses are at 6%. Conference and special events is at 84% due to the realization of the fall institute. Total income and expenses match at 46%. Net income is \$393,290. Motion by Tiffany to accept the financial report and seconded by Crystal. Motion passed unanimously.</p>		
10:32-10:38	7. Investment Report (Dr Brian Kingrey, Finance Committee Chair and Treasurer) p. 60-61	Governance and Oversight Organizational Excellence

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<p>The finance committee is currently the Executive Committee. In October, 2023, we invested \$75,000 and just before Christmas we added an additional \$100,000. Net gain \$5766 matches what was reflected on the financial statements.</p>		
10:38-11:02	<p>8. High Performing Inclusive Organization (HPIO) activity (Renee Hardman, HPIO Chair)</p>	
<p>Renee shared that the activity is based on something that occurred to her in 1979 at Drake University as a new student living in a dorm with white students and as a new resident of Iowa. Her slide was shared with the 6 stages of culture shock: naive bliss, uncomfortable confusion, unyielding annoyance and mild exasperation, curiosity (comfortable confusion), welcomed understanding, and acceptance and embracing the culture. People shared their reaction and where they believe they are in the stages. Linda tied this back to the equity and inclusion article and cultural humility.</p>		
<p>11:02-11:13 ***BREAK***</p>		
11:13-11:24	<p>9. Annual Performance Review of Executive Director, (Crystal Abbe, Vice-President)</p>	<p>Governance and Oversight Organizational Excellence</p>
<p>The executive director evaluation is one of the roles that the vice-president leads. In mid-February, board members and community partners and direct reports will be surveyed about Jillian’s performance. The executive board will review at their April meeting and present at the governing board in April along with a recommendation of a salary change. After the governing board meeting, Crystal and Renee will sit down with Jillian in person and also let the controller know of any salary changes.</p>		
11:24-11:27	<p>10. Election Slate and timeline (Dr. Brandy Smith, President) p. 62-63</p>	<p>Professional Membership, Leadership, and Innovation Organizational Excellence</p>
<p>A new president-elect will be in office next fall. The two candidates are Brenda and Tiffany. Members will be able to start electronically voting in late February and results finalized in April.</p>		
11:27-11:37	<p>11. NAEYC Affiliate Advisory Council Update (Crystal Abbe and Amy McGinn, NAEYC Affiliate Advisory Council Members)</p>	<p>Professional Membership, Leadership, and Innovation</p>
<p>Amy shared that they have recently had a session to cover questions that members still had which has been helpful. Amy also had an article in the most recent issue of Young Children. Crystal shared that they had gotten to meet in person in Nashville and led a session at the conference. The affiliate advisory and the affiliate relations committee are 2 different things. Affiliate relations is made up of members of the governing board of NAEYC including the vice president of the NAEYC governing board. There has been a push for more accountability from NAEYC with the advisory relations.</p>		
11:37-12:11	<p>12. Executive Director Updates (Jillian Herink, Executive Director)</p> <ul style="list-style-type: none"> ● Staffing ● Salary scale overview ● Program highlights 	<p>High Quality Early Childhood Education Professional Membership, Leadership, and Innovation Organizational Excellence The Profession</p>

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Jillian’s full report is in our packets. Jillian highlighted several items. McKenzie Parker has left and Kayla will be taking on that role that was just posted internally. The Administrative Specialist has been advertised again and 4 candidates were interviewed. Wendy has been doing double duty while the administrative specialist position has been vacant. The T.E.A.C.H. position vacated by Kayla has also been filled. Jillian also shared the salary scale review will be undertaken so a new scale can be proposed in January or April 2025. Brandy asked Jillian to share what other fields and positions were compared to generate the salary scale initially. There were some program highlights as well. Spring institute is coming up. Board members can attend for free with just paying for your lunches. T.E.A.C.H. and WAGE\$ data is also included in the report. Jillian also shared about the amount of impact that has been gained from all the work around the workforce study and its related appendices. There has been some pushback from affiliates to NAEYC about their role and timeliness in making changes. Jillian shared a letter that Brandy approved which was sent to Michelle Kang, Mark Day and Gwen Simmons. Brian suggested that maybe it could be shared with the NAEYC Governing Board or at least the Board President. Jillian shared that the office was flooded due to a sprinkler pipe freezing this past week. Up to about 3 ½ inches of water was on the floor and was luckily just below the power sources for the cubicle systems. Jillian will be meeting with the corporate office of the landlord as well as Iowa AEYC’s legal counsel on Monday. The realtors have been contacted to accelerate looking for new space and quotes have been requested for the dismantling and moving of the equipment.

12:11-12:47 ***LUNCH BREAK***

12:47-1:31	<p>13. Governing Board demographics, (Dr. Brandy Smith, President)</p> <p>p.64</p>	<p>High Quality Early Childhood Education Professional Membership, Leadership, and Innovation Organizational Excellence The Profession</p>
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The current board demographics were shared as well as membership and staff makeup. This is just a snapshot of where we are currently. We reviewed the rubric and took some time off camera to fill in our thoughts individually on what is a high, medium or low priority to have on the board and the same measures with priority in recruitment. Discussion regarding our individual priorities. Brandy summarized the comments heard. Bringing the under-represented areas into focus would be a goal for the April governing board meeting including a list of organizations/groups to do specific outreach to. We want to create an action plan rather than just talking about the need to diversify the board. Crystal shared that we can spread the word about the organization through PEG groups too. Jen brought up what barriers are unintentionally in place for people who might want to be on this board.

1:31-1:58	<p>14. PEGs (PEG Liaisons, Crystal Abbe, Vice-President, Wendy Mosdal, Executive Specialist)</p> <p>p. 65-66</p>	<p>High Quality Early Childhood Education Professional Membership, Leadership, and Innovation Organizational Excellence The Profession</p>
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Crystal reiterated that we need to continue to lift up that PEG activities are not just for members but for any interested person as well as activities were discussed during the last quarterly meeting. Linda shared about

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<p>being the board liaison for the advocacy PEG and we had a good training opportunity this week with the leadership PEG. Thirty-two people were in attendance to learn about advocacy from John Wilson of Kansas Action for Children. Tracy is a liaison and is feeling out of the loop. February 6 DAP and Quality groups are doing a panel about IQ4K geared toward centers and February 26 for family child care. Marc gave an update with the DAP group. Tiffany has not had a lot of communication with the FCC co-chairs. Kristin and Kelsey are liaisons together and their group is very self-sufficient. Brandy shared about how far we've come in the last year with the first ideas for PEG's and how they've been implemented.</p>		
<p>1:58-2:05 ***BREAK***</p>		
2:05-2:21	<p>15. Workforce Advisory representation, (Tracy Ehlert, Workforce Advisory Chair)</p>	<p>The Profession High Quality Early Childhood Education</p>
<p>Tracy has looked at the membership of the workforce advisory and who might be missing at the table. Representatives include child care directors, CCR&R, state representatives, ECI, funders, higher ed, advocacy, head start, HHS, IWF, ISU Extension, public health, first children's finance, Iowa AEYC staff members and DE. This committee is required under T.E.A.C.H. licensure and has expanded its oversight to more than just T.E.A.C.H and WAGE\$ thus the name change to Early Childhood Workforce Advisory.</p>		
2:21-2:40	<p>16. Public Policy Discussion (Dr. Linda Fitzgerald & Jennifer Wright, Public Policy Co-Chairs, Jillian Herink, Executive Director)</p> <ul style="list-style-type: none"> ● Public Policy Forum ● ICC 2024 Policy Priorities 	<p>High Quality Early Childhood Education Professional Membership, Leadership, and Innovation Organizational Excellence The Profession</p>
<p>The virtual forum is happening February 25 and 26 (Sunday and Monday 12-4 PM each day). The wording has been finalized for the Iowa Child Care Coalition policy priorities. Tracy shared about the legislative activity around these priorities that has been introduced or is in the works.</p>		
2:40-2:41	<p>17. Board Report format discussion (Dr. Brandy Smith, President)</p> <p>p. 66-68</p>	<p>Organizational Excellence</p>
<p>The report format has changed. Jillian and Brandy will review those submitted and will tweak moving forward.</p>		
2:41-2:43	<p>18. Board Succession Planning (Dr. Brandy Smith, President)</p> <p>p. 69</p>	<p>Professional Membership, Leadership, and Innovation Organizational Excellence</p>
<p>Brandy reminded us to make sure to continue to fill out the succession planning document to make the process easier when roles are passed from individual to individual in the future. This form will be discussed more at the April meeting.</p>		

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2:43-2:48	19. Board Orientation DRAFT , (Jillian Herink, Executive Director and Wendy Mosdal, Executive Specialist) p. 72-81	Organizational Excellence
A Board Source framework was used. The format was gone over more in depth with the Executive Board, but it is still being worked on. Since Renee is the newest board member, the tool will be used with her and additional tweaks perhaps made.		
2:48-3:24	20. 2023 Iowa Child Care Workforce Study overview , (Ashley Otte, Director of Workforce Initiatives)	The Profession (Board Education)
Ashley shared slides about the 2023 Workforce Study that was conducted. One of the requirements for T.E.A.C.H. and WAGE\$ is to periodically review this information. The study was undertaken with some funds from HHS under the direction of I2D2. The work began in summer/fall 2022 first utilizing the i-PoWeR system. The goal was to get 1200-1500 responses and eventually received more than 4000 responses. They knew that not all the information would be able to be gathered electronically in a survey so focus groups were also held. County providers are in was collected along with their role in the child care field. 96% female, 86% white, 46% unmarried... The main findings are people are committed to the work, pay is not enough, access to benefits, and There are also recommendations including increasing compensation, benefits, workplace conditions, data system and defining efforts. Ashley is asking for our assistance in getting the word out about this report. If you know of groups that might be interested, please reach out to her.		
3:24-3:26	21. Review of upcoming meetings and events (Dr. Brandy Smith, President)	Organizational Excellence
Make sure you complete the forms below that are applicable and review the meeting dates coming up.		
3:27	22. Adjourn	
Motion by Brian to adjourn and seconded by Renee. Motion passed unanimously.		

HAVE YOU...

- Turned in the [Confidentiality/Conflict of Interest/Disclosure Statement?](#)
- Completed the [Board Meeting Evaluation on SurveyMonkey?](#)
- Turned in your [board expense form?](#)

Important Dates:

1/6/2024	Executive Committee (Saturday) Virtual
1/20/2024	Governing Board Meeting Virtual
4/6/2024	Executive Committee (Saturday)
4/20/2024	Governing Board Meeting
7/1/2024	Executive Committee Meeting (Monday)
7/19 -20, 2024	Governing Board Retreat, Hilton Garden Inn Des Moines/Urbandale

Iowa AEYC Events:

5/3 -4/2024	Iowa AEYC Spring Institute- (In person) Holiday Inn Airport
10/4-5/2024	Early Learning Fall Institute, Prairie Meadows

NAEYC Events:

2/25 & 26 2024	NAEYC Public Policy Forum (Virtual)
4/6-12, 2024	NAEYC Week of the Young Child

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