

**PIECES Collaboration Committee**  
**April 29, 2003 - Westin, WV**

Attendees: Dr. Pat J. White, Linda Bond, Sara Monroe, Kelley Worley, Karen Duckworth, Betsy Morris, Kay Carpenter, Bill Huebner

<b>KEY POINTS DISCUSSED</b>	<b>KEY DECISIONS MADE</b>
<p>Meeting attendees discussed the status of the County Planning process in the counties represented.</p>	<ul style="list-style-type: none"> <li>* Plans are progressing with a varied measure of success and difficulty.</li> <li>* Most counties have the key players identified and at the table.</li> <li>* Clarification is still needed regarding funding issues, particularly with regards to the school aid funding formula and counting children who participate.</li> <li>* The needs assessment portion of the county plan does a good job of informing the decision making process when it is completed.</li> <li>* Counties will need to submit annual updates in February of each year, allowing for modification and enhancement of the plan.</li> </ul>
<p>Review format for county plans that are submitted.</p>	<ul style="list-style-type: none"> <li>* Consistency in review and feedback provided is essential.</li> <li>* A checklist based on Policy 2525 and modeled after that used to review Unified County Improvement Plans needs to be developed. Suggestions were made and Bill Huebner will work up a draft to be submitted to the committee for further work.</li> </ul>

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Collecting county collaborative profiles.	<ul style="list-style-type: none"> <li>* The committee suggested common questions to be utilized in reviewing county profile information and Kelley Worley volunteered to develop a draft of this document and to begin the process of compiling data for review at the next committee meeting.</li> <li>* Supporting families in their access to services is an issue that few counties are currently addressing, considering the immediate needs of classroom, staffing, curriculum, transportation, etc. Future emphasis, support, and guidance on this issue will be needed.</li> </ul>
Future Directions for the Collaboration Committee	<ul style="list-style-type: none"> <li>* The committee plans to focus on the following elements of WV-Pre-k for the next year: <ul style="list-style-type: none"> <li>- Development of County Profile information for dissemination</li> <li>- Development of Suggested Criteria and Review/Feedback Formats for County Plans</li> <li>- Development of the Format for Annual County Plan Updates</li> <li>- Act as a forum for discussion of relevant collaborative Pre-k issues and developments in order to problem-solve, identify models and resources, and to inform the process</li> <li>- Begin to address the “bigger picture” of birth to five system issues as they relate to collaboration.</li> </ul> </li> </ul>
Future Meeting Dates	<ul style="list-style-type: none"> <li>* May 23, 2003 - Charleston Area</li> <li>* June 23, 2003 - Central or Northern WV</li> <li>* August 18, 2003 - Charleston Area</li> <li>* September 17, 2003 - Central or Northern WV</li> </ul>