Meeting Minutes

Welcome & Introductions

Bill welcomed everyone and thanked them for attending the first SREAC meeting.

All participants introduced their name, current role in the School Readiness Initiative (SRI), and their experience and interests related to the SREAC.

Goals, Objectives and Purpose of the SREAC

Participants shared their expectations related the SREAC:

- Document the impact of SRI
- Capture a picture of the successful parent
- Capture success that leads to policy change and applicability
- Capture the comprehensive and holistic nature of SRI (including systems, community, parent, and child)
- Tell relevant story to diverse stakeholders
- Parent and child outcomes
- Measure family functioning
- How to capture a multi-intervention and multi-disciplinary initiative
- Capture unexpected outcomes
- Identify needs or gaps
- Hear/capture diverse voices
- Long term impacts of SRI
- Links to other programs
- Information that will contribute to sustainability
- Capture diversity while streamlining
- Identify and agree to common outcomes and indicators to build a conceptual framework
  - Understand context
- Cost analysis for strategic decision-making
- Capture how programs adapt (look at changes that have been made to programs)
Logistics of SREAC

A handout that outlined the tentative stages of the SREAC process was reviewed.

Participants were asked to give feedback about the frequency and duration of their meetings. Several participants stated that half day meetings would be best.

The possibility of developing smaller work groups was discussed.

One work group has been already been formed to work with AIR on the parent survey. The Parent Survey Workgroup gave an update. The work group recently provided feedback to AIR on their current draft of the parent survey and waiting for a response from AIR.

People who are interested in joining the Parent Survey workgroup were asked to contact Bill Gould.

Communication with Stakeholders & Resources available to SREAC

Who and how information should be shared with key stakeholders was discussed. The following stakeholders and potential communication strategies were identified:

- Commissioners
  - Share with commissioners when we have selected/developed an evaluation framework
- SRI Grantees
  - Heather Malley will act as a liaison between grantees that meet independently and the SREAC
  - Post minutes from each SREAC meeting either on the F5 website or the SRI TA website (currently being developed)
- F5LA SR Program Officers
  - Bill and Maya will update SR Program Officers during staff meetings.

Closing & Preview of Topics for Next Meeting

During the next meeting we will review previous SRI evaluations and possible SRI research questions.

- A handout with potential SR research questions was distributed.

Following the SREAC meeting, the following meeting dates and times were announced:

- Wed., 02/18 from 9 am – 1 pm
- Tues., 03/10 from 12 pm – 4 pm