

Career Development Committee

May 17, 2017

1:30 PM

Two Spurs, Wagner, SD

The meeting was called to order by Carrie Reiner, Chairperson. The sign-in sheet was circulated for roll call.

**Members present:** Richard Thaler      Marijane Fulwider      Cindy Buck      Shelley Steiner  
Tammie Elder      Jessy Kenzy      Michelle Lee      Shannon Grant  
Carrie Reiner      Rachel Heisinger

**Members absent:**      Kattie McHugh      Sara Weberg

The **May 17, 2017** agenda was presented for approval. Motion to approve the minutes as presented.

Motion: Cindy Buck

Second: Jessy Kenzy

The **March 3, 2017** minutes was presented for approval. There were corrections made. Cindy Buck had called the meeting to order, Jessy Kenzy received Pathways Renewal and Marijane Fulwider sent Cheryl Perfili, Karla Laufmann and Jorja Fejfar info on CDA renewal on 03-03-17. Motion to approve the minutes as presented and corrected.

Motion: Shelley Steiner

Second: Rachel Heisinger

Motion carried

**2016/2017 PA 20 Budget**

Financial report was given by Director Rick Thaler and discussed by the committee. Expenses have all been paid out for 2016. Each category for 2017 was reviewed. Motion was made to accept the report.

Motion: Shelley Steiner

Second: Tammie Elder

Motion carried

**Old Business:**

- A. CDA update was given by Marijane Fulwider/Advisor. She also reported on upcoming trainings. Report was attached.
- B. No continuing education requests at this time.
- C. Rick reviewed the status of the 2017 funding. We have received a partial budget. One more funding notice will be received to complete the funding for 2017.
- D. Rick reviewed the 2017 T/TA work plan and budget to actual expenses.

- E. 2017 budget amendments/adjustments were discussed. \$1515.26 was coded into 330017 Human Resources and will be recoded into 330177 Parent Education and Development as this was for the Volunteer Conference. There was an added cost in 330017 in registration than originally planned due to CLASS certification training costs. There was an expense adjustment in 330173 Health and Safety of \$54. In 330174 Early Childhood Education \$275 has already been spent for CDA renewals and \$1,506 for 1<sup>st</sup> time assessment fees with only \$799 left in the CDA budget. TSG outcomes will drive the needs for 330175 Education Curriculum Support and what the budget will be for this. \$4095 was spent in 330176 Professional Development for the PAT training in Rapid City, \$7,580.69 left in the 330176 budget to cover PAT recertifications in 2017.
- F. The 2017-18 T/TA training calendar and pre-service schedule was reviewed.
- G. Other - None

**New Business:**

- A. Prioritized 2017-18 training needs based upon TSG outcomes, CLASS outcomes, and Training and Technical Needs Assessments. It was discussed to review expectations of staff at pre-service training vs. what will be covered during the August in-service. It was also discussed to look at utilizing the Fidelity book from TSG.
- B. Reviewed training evaluations.
  - 1. March 3 –ERSEA/Transitions
  - 2. March 21 – Volunteer Conference - Mitchell
  - 3. March 28 – Family Service Worker Meeting - Wagner
  - 4. April 20-22 – South Dakota ECE Conference – Sioux Falls
  - 5. May 17 – End of Year In-service/Networking – Wagner
- C. Other – By August 1, 2017 a plan needs to be in place for Practiced Based Coaching. It is a form of professional development to improve child outcomes. Management is going to Pierre next week to learn more.

**Next meeting: August 21, 2017**

Adjournment:

Motion: Shelley Steiner

Second: Cindy Buck

Submitted by:

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**Chairperson**

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**Recording Secretary**

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**Date**