



City of Denton

City Hall
215 E McKinney St.
Denton, TX 76201
www.cityofdenton.com

Meeting Minutes

Human Services Advisory Committee

Friday, February 22, 2019

11:00 AM

City Hall East
Second Floor Conference Room

Members Present: Pamela Barnes, Gretchen Busl, Hannah Garcia, Rhonda Love, Laura Mauelshagen, Amy Morgan, Roy Onyebetor, Jane Upshaw, Christie Wood

Members Not Present: Angela Bennet-Engle, Stephen Coffey,

Staff Present: Danielle Shaw

A Quorum was established. Hannah Garcia, Chair called the meeting to order at 11:35 a.m.

1. ITEMS FOR CONSIDERATION

- A. HSAC19-015** Consider approval of the minutes of the February 15, 2019.

Chair Garcia, asked members to consider approval of the minutes from the February 15, 2019 meeting. Hearing no changes a motion to approve was called.

Pam Barnes moved that the minutes be approved as presented. Jane Upshaw seconded the motion. The motion carried.

- B. HSAC19-017** Receive a presentations and, hold discussion with the following Human Services Grant Applicants:
- Denton Christian Preschool
 - Denton City County Day School
 - Communities in Schools
 - City of Denton PARD
 - Fred Moore Day Nursery School
 - Hold for rescheduled applicants

Denton Christian Preschool was provided with five minutes to present information to support its funding request.

Agency shared that the Agency is in its forty-eighth (48th) school year. Agency stated that it is a pre-school not a day care. Agency shared that it is unique because it provides transportation. Seventy-five (75%) to eighty percent (80%) of clients are at-risk or low-income, meeting the required grant guidelines. Agency highlighted that it has added a new curriculum which is theme based with a focus on where each child is developmentally. It assess this by conducting three (3) assessments throughout the year including a pre-assessment, a mid-year assessment, and post-assessment. The Agency operates mid-August through May. Agency offers parent-teacher conferences, parent education nights once a month called family nights that cover topics the Agency feels parents most need. Agency has partnered with Educational First Step (EFS) to work toward the National Accreditation

Commission [sic NAC] Accreditation for early childhood providers. Agency is completing a self-study and will submit for accreditation at the beginning of next month. Agency receives in-kind space from First Presbyterian so it recently received a grant and has made modifications to make the child care center more separate and secure with locking card entry doors. It also received a donation and has added an eight (8) foot fence with privacy screens for added privacy and safety in the outdoor play area. Agency board representative expressed satisfaction with the executive director's ongoing efforts to improve the program and meet the needs of parents. The board is also engaged in strategic planning. Agency highlighted the addition of the fifth classroom for a new five-day a week program. It now offers two-day, three-day and five-day sessions based on a family's needs. The Agency explained that research shows the added benefit of a five-day program for a child's development. Agency shared that it is the parent(s) choice which program length they enroll their child in. Agency discussed that its request is for eighty percent (80%) of a bilingual teacher and one-hundred percent (100%) of a bus driver. Both of which are helpful for families that need transportation assistance and for non-English speaking parents and children.

HSAC members took five minutes to ask the Agency questions.

Members asked the Agency how it developed the new curriculum inquiring if the Agency wrote it or purchased it. The Agency explained that it is using curriculum offered by Educational First Steps (EFS) as well as any existing curriculum it could still integrate. EFS makes the curriculum available and a grant helped the Agency purchase additional curriculum. Agency is now incorporating Science, Technology, Engineering, and Mathematics [sic STEM]. It also incorporated homework based feedback during a parent night explaining that homework is a way to engage parents in learning like reading twenty (20) minutes a night. Agency was asked if it uses UNT education students. Agency mentioned that any time it can partner with any of the three (3) local colleges it will. Currently they have students from the education, human studies and child development programs. This semester it is partnering two (2) TWU occupational therapy students working on assessment planning for children in the program. In addition, the Agency takes children to the TWU dental hygiene clinic for x-rays, exams, regular treatments and referrals as needed. Agency was asked what, if any, barriers there are to keep families from enrolling in the five-day a week program versus the two-day and three-day programs. Agency stated it is a parent(s) choice but some parents who have been recommended for the five-day program do express they are not ready or they cannot afford it. Agency indicated it had thirteen (13) children when asked how many are in the five-day classroom, which is also the max. Members asked if the funded positions are already filled. Agency shared that the bilingual teacher is in her twentieth (20th) school year and the driver has been with the program eight (8) years. The Agency indicated that it does not have much turnover. Its newest staff member has been with the Agency less than a year as a result of the new classroom. Agency was asked if it followed-up with students after they leave the program and enter school to see how they are doing. Agency does track them through kindergarten and first grade according to DISD's policy for release of information. Agency also previously offered a fund for any student when they graduate that they would get a hundred dollar (\$100) check for graduation. Agency stills tries to honor the program whenever possible. Members asked what percentage of the students are bilingual. Agency provided that it is about sixty percent (60%) but it is not just Spanish. Agency expressed the need for more revenue as a result of the new teacher and a recent three percent (3%) increase in salaries for all staff, which was well overdue. Agency was asked if the Christian in the Agency's name was more historic than philosophical. Agency conveyed that it is merely historical and was strictly nondiscriminatory. Member followed-up to ask if there was any iconography in the school. Agency said that there was nothing but educational displays and that the school and church are entirely separate. Agency was asked what families most needed during family education nights. Agency described that this year would include discipline, how it's ok to say no, and due to recent height/weight assessments with children, how to prepare nutritional meals on a budget. Agency was asked if it provided other resources to families. Agency described its resource library and other support is offered when families express a need. Agency also described speech therapy and providers coming into the school to provide on-site services. Members asked who the point person for referrals was and the Agency explained it is most often the executive director.

Denton City County Day School was provided with five minutes to present information to support its funding request.

Agency shared some data from recent parent surveys. The surveys from January will establish a baseline. Surveys are provided in English and Spanish. Out of seventy-four (74) families, there was a total of thirty-seven (37) that returned. Results offered both areas of achievement and areas of growth for the Agency. One of the achievement areas the Agency decided to focus on for improvement in the previous year was related to parents reporting, "Staff talks to me about my child's home life and updates me every week." In the final survey for last year completed in November, 2018 twenty-five (25) out of forty-two (42) parent surveys

reported this.. Agency explained that this year the Agency did much better with thirty (30) out of thirty-seven (37) parents reporting it happens Agency feels the connection to parents is improving. Agency continued with survey results. Last year, a goal for the Agency was “Back to Basics” and it is the same this year. Agency explained that teachers and staff are retraining on ways to “Access our Excellence” and for the center, that quality is present throughout every step of the building is everything a visitor will see. The Agency shared a visual display of a shadow box as an example. For parents it is to help them view staff as professional child-care providers and not just day-care workers. Agency explained this is a huge step in growth and partnership with parents on child development. Agency showed another display created by the three year old classroom of a tree representing the roots of the program. Agency described that the board is adding two new members. It is working to bring in new members to increase diversity. Agency shared sadness at the loss of a legacy member, Bettye Meyers. Moving forward the board hopes to bring in new members, new faces, and new ideas.

HSAC members took five minutes to ask the Agency questions.

Members asked where the Agency is located. Agency offered its address is 1603 Paisley and provide a description of the cross-streets and landmarks near the Agency. Agency was asked what it would do if the grant was not awarded. Agency explained that a loss of funding would likely result in an increase in tuition since very few grants will provide for salary costs which is the primary cost of the program. Agency did increase tuition recently and noted that any changes to the Texas Workforce Grant for Child Care Services [sic CCS] funding affects their enrollment. When CCS funding declines it results in lower enrollment. Agency stated current tuition rates are on a sliding scale from \$95 to \$120 per week. Any increase would move the starting rate to \$115-\$120. Agency does have economic diversity to help with offsetting costs. Members asked about Agency’s fundraising. Agency described local dining out at restaurants as a current activity. Agency also shared that it is seeking a new board member for fundraising to help identify other fundraising beyond parents of students enrolled in the program. Agency described Fall Festival efforts as an example of recent attempts to engage with the larger community. Agency listed Frog Street when asked what curriculum it uses. Members asked if the Agency had implemented any pay increases. Agency shared that the last one was in 2017 adjusting for cost of living. Due to limited funding they were not able to offer any increases in 2018. Professional staff have been moved to salary. When asked about the number of classrooms and students, the Agency provided that it has four (4) classrooms and one (1) afterschool program in partnership with DISD’s Ann Windle School for a total of 75 students enrolled. The Agency added it has a maximum capacity of 85. Tuition rate increased nearly double for the afterschool program resulting in lower enrollment this year. Members asked for clarification of salary request for professional development. Agency explained that an additional thirty (30) hours of core competency are needed. City Staff clarified that the costs of training fees and expenses are not eligible but hours staff spend in training would be eligible.

After the Agency exited, Members mentioned there were discrepancies in total clients across different pages. Staff indicated that since this has come up a few times during the presentation sessions, staff will look at improvements in the application to make sure the application highlights this discrepancy or puts it all on the same page to reduce this reporting issue. In addition, members asked about the Risk Analysis question inquiring if the Agency expended its prior year funding. Staff reported that the Agency did expend ninety-eight point four percent (98.4%) and that with only two exceptions, the remaining funded agencies spent greater than ninety-six percent (96%) of funding awarded. Staff indicated that this would also be addressed in any future application to make sure it is clear that agencies should only answer if they did not expend 5% or more of their total award.

Communities in Schools was provided with five minutes to present information to support its funding request.

Agency shared its theme in general for this year is “excitement and growth.” Agency highlighted the that it won the Cycle Ten competitive grant that replaces the 21st Century Cycle Eight retired grant funds. Funding supports six (6) campuses in Denton for a free afterschool program that focuses on academic enrichment, tutoring, and a safe environment. The grant reduced any previously reported expected funding reductions. Agency also shared that it was awarded an AmeriCorps grant that will help improve its future workforce to match its internship program. Both programs will help the Agency build, a growing pool of trained and experienced individuals that is built on the service-learning experience. This will help by drawing from the pool for future staffing needs. Agency can now offer education stipends and grow its future workforce. It will host thirty-nine (39) AmeriCorps members for the first three years with the goal to double it in the next round of funding. The program will benefit college students who need those 408 hours of practical study while filling a current workforce need for the Agency. The Agency shared its

increasing need for social, emotional, and mental health resources stating there is a direct need from school districts but also is a result of the advocacy that has made the topic more accepted. The Agency is now in a place where it is easier to talk about anxiety and depression as well as suicide prevention and emotional support. The Agency has access to Department of Health and Human Services [sic HHS] to offer other group counseling for coping, resiliency skills, and peer support.

HSAC members took five minutes to ask the Agency questions.

Agency was asked if it has programs for any schools where it is not on-site at a campus. Agency responded that programs to students are offered only at the campuses but the HHS and Hogg Mental Health Foundation grants that support the Agency's mental health coordinator allow the Agency to provide training and support at the district level and at parent education events. Agency added that it also added two campuses expanding its ability to offer services through the school districts feeder pattern enhancing the Agency's ability to offer services on a continuum by providing support from elementary through high school especially for those at-risk students who need more than a year to address a need. Agency was asked if funding is the only reason it is not in more schools. Agency explained that funding is key and that they consider the need for funding as a long-term commitment so it must be able to sustain any new campus beyond one year and well into the future. Members asked if there are more schools on a waitlist. Agency indicated that it hopes to add three (3) new campuses next year to be fully present up and down the feeder pattern and be offering a fully integrated continuum. Members asked what the funding covers. Agency indicated that the funding supports a portion of all eight (8) site coordinators. Agency added that as an added benefit this City funding along with other funders like the United Way and the County help the Agency demonstrate to other funders that the program has been vetted and has reputable support, therefore making the program more trusted. Agency described that it will keep seeking additional funding while highlighting that it was only seven years ago the funding was only \$7,000 and the grant has grown as the Agency has grown. Members asked how the Agency gets introduced to the kids. Agency spotlighted volunteers and two new partnerships with TWU and UNT as one way it seeks to start a relationship with students through tutoring and reading programs. It helps the Agency also recruit potential workforce. Agency extended an invitation to members who wish to visit the program.

City of Denton PARD was provided with five minutes to present information to support its funding request.

Agency projected presentation slideshow on a laptop. Agency explained its mission is to "Unite and Grow Lives by Preserving Parks and Promoting Play. Agency described programs ranging from fitness classes to child care and special interests classes. Agency has three (3) recreation centers, two (2) senior centers, the water park, a skate park, a driving range, and a tennis center with a new one planned, and a lot of athletic centers. Agency described that it has seven (7) full-day summer camps serving ages three and a half (3 ½) to fifteen (15) years old. This year it will add a Counselor-In-Training (CIT) program for sixteen (16) and seventeen (17) year olds. Agency program includes field trips, cooperative games, nature activities, shows, swimming, and arts and crafts. Agency described the meal program provided for kids who are food insecure through a partnership with the STH Project. Last year STH served 35,000 meals for ages 0-18 throughout the whole city. Agency listed benefits of camp that include enrichment activities that children do not get during school like physical activities; social, emotional and intellectual development; a sense of community obtained through cultural experiences and volunteering in groups; mentorships with the foster grandparent program and student volunteers; and a safe, structured environment during the summer. Agency explained why there is a need for the free scholarship program. It is the only full-time scholarship program for the whole summer that targets the low and extremely low income parent who is working or going to school. The program is offering them peace of mind that their child is safe. Agency highlighted that summer camp is a unique experience in the life of a child. Agency added that camps teach transferrable skills children carry with them to school and the workforce; like public speaking skills gained by performing in a camp skit that a child can use later in school or work. Agency shared that camp satisfaction last year was four point nine (4.9) out of five (5). Agency shared comments, "Camp was a life-saver for my child. Otherwise they would be home alone" and "This was a valuable resource for me." Agency will be opening a new location at North Lakes Recreation Center and adding the Counselor-In-Training (CIT) program. Agency is revising the survey to track more impacts and outcomes. It is also looking to get aquatics involved to offer low-cost swim lessons. Agency stated it plans to serve fifty-six (56) kids through the scholarship program.

HSAC members took five minutes to ask the Agency questions.

Members asked for clarification if CIT program would start this summer. Agency indicated it will start this summer but will not be open to the scholarship program just yet. When asked how much the CIT program costs, the Agency shared that it will be half-priced or about \$65 a week so the CIT will have the chance to both build leadership and job experience but they will still have fun. Agency replied yes when asked if there were multiple locations for the program. Agency listed the locations as the Civic Center, McMath Middle, Denia, North Lakes, and MLK Recreation Center. Members asked if the grant was not fully funded would the Agency reduce the number served or still fully fund it. Agency indicated that it has not been fully funded in the past and it would continue to offset the costs. When asked how, the Agency indicated it has raised fees in the past and has funded it from fees paid for Parks programs. Members asked for additional budget clarification about the difference in the \$3.8 million in revenues and \$15.3 million in expenses reported. Agency explained the funding is received primarily from tax dollars to support the costs beyond the recreation fund that charges fees for program services. Members asked about the Agency's policy and procedures to keep kids safe from abuse. Agency described a training program lasting over four (4) days covering all areas of safety and child protection. Agency stated its ratio is one (1) to seventeen (17) but in reality is one (1) to thirteen (13) since that is all you can fit in a van. Agency also adds more staff to higher risk activities like swimming. Agency discussed safety protocols like wrist bands and bright tee-shirts to further illustrate safety procedures. Members asked how often the Agency has to report abuse situations. Agency indicated that it is about one (1) a year and then shared how they are trained in recognizing signs of abuse. Members asked if the Agency has to make referrals to families for other resources. Agency shared how it offers information when families express and need for other services.

Fred Moore Day Nursery School was provided with five minutes to present information to support its funding request.

Agency shared that the executive director just started in the position January 15th having been assistant director for two and half years prior and prior to that as the Agency's accountant. The Agency shared that it is nonprofit child care for low-income and at-risk families. The Agency offers tuition on a sliding scale based on family income. Agency shared that it has been around since 1954. The Agency spotlighted that it is the only center that serves children under two (2) years that are not potty trained and that there is a high need for this service. Agency highlighted that it just received four-star recognition from Texas Rising Star (TRS) which certifies child care centers as high quality. Agency added that there are only four (4) centers in Denton that have a TRS rating with only three (3) that have four stars and two (2) are this Agency's own programs. Agency is working toward national accreditation in and currently in its self-study part of the process. Agency is requesting funding for teacher salaries explaining that proponents for quality care include low ratios as compared to other low-cost centers who increase ratios to reduce costs. Grants allow the Agency to keep the cost down and maintain lower ratios resulting in higher quality care. Funding will provide more teachers in a classroom with a lead teacher, assistant teacher, and part-time teachers provided by UNT and TWU work-study students with the benefit of also helping decrease salary costs to the Agency, keep more teachers in the room, and provides the child-care work-study students with valuable, hands-on work experience. Agency expresses appreciation to the committee for accepting the Agency's late application. Agency explained the facts were that the previous executive director resigned while simultaneously reporting the grant applications for the City and United Way had not been submitted. The Agency reported this put them in a difficult situation. Agency highlighted its succession plan and was immediately able to move forward.

HSAC members took five minutes to ask the Agency questions.

Members asked if the executive director (ED) was filling both roles as ED and accountant. Agency affirmed this was accurate. Agency discussed its plans to hire a part-time bookkeeper to assist with the day-to-day data entry. Agency shared ED career progression. Agency was asked what the funding would support. Agency explained that the funding will support four (4) assistant teachers at full salary rate for each. Agency was asked how it will cover those cost if it does not receive the full funding allocation. Agency described its fundraising efforts including a board member who will be fundraising and grant writing and a recent grant the Agency applied for through a new funding source. Members asked for clarification on the number served where the total in the application is reported on page six (6) as 395 but the ethnicity breakdown on page twelve (12) is 565. Agency clarified that the total served last year was 397 and that page 12 should have taken the 397 minus 168 for ethnicity split breakdown. Members asked the teacher-child ratio. Agency explained that it varies based on the age of the children but the average is one (1) to four (4). Members asked what the biggest goal for the Agency is in 2019. Agency spotlighted national accreditation because the Agency says it is high quality and the national certification validates that. Agency added that it wants the children it serves to have the opportunity for quality care because they may not receive it in other parts of their life and sometimes low-cost is

synonymous with low-quality. Agency added that national accreditation and other quality achievements help the Agency receive higher reimbursements from child-care subsidy programs. Members asked how it supports its families with referrals for other service needs. Agency shared that because they are seen as child-care experts that it often means people will seek other service requiring the Agency staff to “wear many hats.” Agency posts fliers and program information on its bulletin board and it refers to other community programs. Agency further identified partners that come into the center to evaluate the children that lead to free services like speech therapy or occupational therapy.

No applicants were rescheduled.

In planning for upcoming meetings, staff asked members for direction on March 1, 8 and 15th meetings. Due to lower than expected applications, there is not a need for an additional presentation date. Staff provided members with two options. Option one is to move the meetings forward and delete March 15th, so March 1st will have the agenda from March 8th and March 8th will have the agenda from March 15th. Option two would be to not meet on March 1st and retain the same agenda for March 8th and March 15th. The unanimous decision was to accept the staff recommendation for Option One. Staff will make appropriate changes.

The next meeting of the committee will be March 1, 2019 at 11:00 a.m.

Having no other business, the meeting was adjourned at 1:18 p.m.

Minutes Respectfully Submitted by Danielle Shaw, Staff Liaison to the HSAC

Minutes Approved: March 1, 2019