

Early Learning Hub of Linn, Benton & Lincoln Counties

Data & Evaluation Work Group Meeting Minutes

MEETING COMMENCED	9:30am, January 9, 2018 Luckiamute Center, Linn-Benton Community College
MEETING CALLED BY	Lynn Hall
WORK GROUP MEMBERS PRESENT	Lynn Hall, Jerri Wolfe, Kristi Collins, Rich Waller, Cindy Bond, Alicia Luckee, Peter Banwarth, Jennifer Hartsock
VERSION	Final
RECORDED?	Yes

Agenda topics

Old Business:

DISCUSSION ITEM	Welcome, Introductions, and Announcements
Jerri recaps our informal December meeting.	

DISCUSSION ITEM	Data to Inform Governing Board
<ul style="list-style-type: none"> Present Kindergarten Data Research Proposal 	
Lynn presents her research proposal for ODE kindergarten assessment and third grade reading scores.	
If our proposal is accepted, ODE data must remain on LBCC's secure/shared network. It cannot be downloaded to a computer or laptop.	
At the last kindergarten assessment meeting, ODE mentioned to Kristi that they discovered under-prepared kindergarteners continue to struggle significantly into third grade.	
Kristi agrees to contact ODE to determine how we might interpret their information for a local model. She will contact Jerri and Peter with the answer.	
Peter suggests determining if LBCC has software to use for data management and analysis. He recommends Excel and R. He also recommends scheduling a few meetings between Lucy and himself.	
Jerri suggests contacting Justine or Justin in the research office to determine software availability.	
Kristi recommends sharing our findings and remaining conscientious with K-12 superintendents before making our results public.	
Eric suggests requesting state-funded pre-k participation using the student's SSID. Lynn will also add participation in Early Intervention.	
<ul style="list-style-type: none"> EL Hub Data Book Proposal 	
Our goal is to create a similar data book to ELD&W that satisfies the Governing Board's request for data analysis on the populations the Hub serves.	
Lucy created a list of our data that could potentially be included in our data book.	
Jennie created a general outline. Jerri suggests determining the audience and outcome for this book.	
Our audience is our Governing Board, partner agencies, and targeted investments.	
Peter and Lucy discussed which information is necessary for the book. He suggests comparing the health assessment data to the ELD&W book, questioning why the health assessment doesn't include some of their data points, and then determining if this missing data is important for our book. This includes determining the importance of descriptive and interpretation data in the ELD&W book.	

Cindy reminds the group to be careful when generalizing the three counties. Each county is different, and she wants to make sure we focus on the differences. An example of this is the difference in number of school districts and their capacity of resources.
Kristi recommends requesting data on kindergarten assessment children with waivers.
Peter recommends eliminating sections where we can't get county-level data. This includes HIV testing during pregnancy, vaccinations during pregnancy, and unintended pregnancy.
Alicia agrees to contact Casa Latinos for a document she feels will benefit this book.
Jerri reminds the group that we plan to format the book with "fact sheets."
Kristi agrees to contact Don Dorman to join our group.
<ul style="list-style-type: none"> March 1st Governing Board Retreat – Present Data Book Outline
Lynn agrees to create a draft outline and post it on basecamp. Since many group members wrote notes during our brainstorming process, we invite members to revise the document and post to basecamp.
Lucy will complete the outline with data sources.

DISCUSSION ITEM	Revising "Our Region" section on the EL Hub Website
We plan to update this section as we create new pertinent documents.	

DISCUSSION ITEM	Change Meeting Date/Time
The current plan is to schedule forthcoming monthly meetings individually.	

FEBRUARY MEETING	Friday, February 16, 2018
12 – 2:00 PM in Benton County	

MARCH MEETING	Thursday, March 22, 2018
1:30 – 3:30 PM in Lincoln County	
MEETING ADJOURNED	11:16am