

Moody Early Childhood Center Board of Directors Agenda  
Friday, February 22, 2019 @ 1:00p a.m. in the  
Family Engagement Room at MECC  
1110 21<sup>st</sup> Street  
Galveston, Texas 77550

1. Call to order
2. Review/Approval: Minutes of January 24, 2019 meeting (enclosed)
3. Presentation/Review/Approval: Financial Reports (distributed previously-Greg and Angela)
  - a. Update on GISD payments (Greg)
  - b. Update on changes to TEA SB 1882 grant (Greg and Karin)
4. Executive Director report (enclosed-Karin)
5. Review/Discussion/Approval: Bylaws revisions (John with Betty and Karin-enclosed)
6. Discussion: Possible changes to MOU with Head Start and contract with GISD (Betty and Karin with all board members)
7. Texas Legislature report (Erica and Jeri)
8. Updates:
  - a. Board of Advisors meeting (Weez)
  - b. Dental Fund (Angela)
  - c. MECC website (Karin and Greg)
  - d. Resource Development (Betty)
  - e. Medical Clinic (Betty and John-survey results enclosed)
9. Set meeting schedule for March
10. Suggested future Agenda items
11. Adjourn



Giving every Galveston child the opportunity to soar

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**Moody Early Childhood Center**  
**BOD Minutes**  
**Thursday, January 24, 2019**  
**10:45 a.m.**

**In Attendance:** Betty Massey, Jeri Kinnear, John Prochaska, Angela Brown, Erica Adams

**Absent:**

**Staff:** Karin Miller, Greg Howell

**Guests:** None

Ms. Massey called the meeting to order at 10:45 am. On a motion from Ms. Kinnear and a second by Dr. Prochaska, the minutes of the December 28, 2018 board meeting were approved as distributed.

Ms. Massey called for public comment, and there was no one present who wanted to make any remarks to the board.

Mr. Howell and Ms. Brown presented the financial reports on all MECC accounts and responded to board members' questions. On a motion from Ms. Brown and a second by Ms. Kinnear, the financial reports were accepted by the board unanimously.

Mr. Howell reported that he has been unable to elicit a response from GISD's business office regarding payments due to MECC. Ms. Massey will now contact Dr. Moulton to see if she can access this information.

Mr. Howell presented the Yaga Children's Museum fund request; on a motion from Ms. Brown, with a second by Dr. Prochaska, the board unanimously authorized submission.

Ms. Doherty and Ms. Brown reported on the Finance Committee's discussion regarding community-based fundraising, recommending that MECC not undertake a time-consuming individual solicitation project. Out of the discussion that ensued came a suggestion that, instead, MECC approach Moody Gardens, Schlitterbahn Water Park and the Galveston Pleasure Pier about conducting a "MECC Day" during which a portion of the proceeds of that day's business is donated to MECC. The board liked this approach, and Ms. Massey will follow up.

The Finance Committee also discussed the idea of adding a Development Director to the MECC staff, and this idea will be included on the agenda of the upcoming planning meeting. Ms. Kinnear reported on the most recent Scholarship Committee meeting, answering questions from board members as she made her report. Due to a lack of funds in the Capital account, Ms. Kinnear withdrew any consideration of additional front office upgrades.

Ms. Miller reviewed her report which is an attachment to these minutes. She drew the board's attention to the PreK3 assessment scores, the opening of PreK3 registration and answered several questions about the professional development project.

Ms. Massey asked if she could address items on the agenda that were her responsibility to facilitate since it was becoming clear she would need to leave the meeting prior to its conclusion. The board was agreeable so she proceeded with the following:

- a. Ms. Massey began her report with a description of a request to the Permanent Endowment Fund of Moody Church that she was in the process of preparing. On a motion from Ms. Kinnear and a second by Dr. Prochaska the board unanimously approved submitting a \$200,000 request to the PEF to fund a combination of scholarship and family engagement for the 2019/2020 fiscal year.
- b. Ms. Massey confirmed that Ms. Brown and Ms. Doherty were going to serve as greeters and registrars for the Ruby Payne workshops the following day, reporting that 52 people had registered for the morning session and about 30 for the afternoon.
- c. Ms. Massey suggested that it is time for short/mid/long term planning to commence and proposed at least a two-step process that would begin the week of February 4th with a meeting devoted to developing the questions that need to be addressed in all 3 timeframes, the information that would be needed to be able to reach resolution on the questions and the assignment to staff and board members to gather that information. The Board set February 5th at 8:30am in Betty's office for the question/issue gathering meeting and Friday, February 22nd at 10:00 am at the library for a facilitated discussion of the questions.
- d. Ms. Massey reported on the GISD planning committee meeting held earlier in the month, telling the board that she provided Ms. Miller with a copy of the draft facilities assessment that had some \$12 million in upgrades and repairs identified for San Jacinto campus. She emphasized that this is a planning document, not at all the final resolution of GISD's plans for future facilities. She also reported that the medical clinic with Teen Health was stalled with UTMB, Sealy Smith Foundation and Teen Health needing to sort out differences in approach. Meanwhile, Dr. Prochaska has developed and Ms. Miller will be distributing a needs survey to MECC families to ascertain the services that would be most useful in the clinic.
- e. Finally, she told the board that she and Ms. Miller had visited with Dr. Jennifer Goodman and her staff at Odyssey Academy regarding the Pre-K program; Odyssey will encourage its families to look to MECC for infant and toddler education and will offer MECC's discounted rate to its employees to meet their needs for early education; MECC will make sure that its families are aware of the Odyssey option.

Ms. Massey left the meeting at this time, and Ms. Kinnear took the chair.

Ms. Doherty reported that the video from the Ball High students was still in development with some changes. She and Dr. Amber Brown, chair of the Advisors, are working on both recruitment and orientation in advance of the late February Board of Advisors' meeting.

Dr Prochaska requested that all board members fill out the Conflict of Interest Statement prior to leaving the meeting and also stated that he would have the changes to the by-laws for the next MECC meeting.

Ms. Kinnear and Ms. Adams informed the board of roles that MECC could take supporting early childhood education at the Texas legislature in the current session. Ms. Kinnear proposed that MECC support a request to the legislature to fund all day Pre-K 3 and 4. Ms. Adams proposed that MECC join a much larger team at Commit Dallas that supports changes to the overall education system in the state. Ms. Brown made a motion that we approve both Ms. Adams and Ms. Kinnear's proposals. Ms. Doherty seconded and it passed unanimously.

Ms. Brown stated she would report on the status of the dental health initiative at the next board meeting.

Meeting was adjourned at 12:30 p.m.

**BYLAWS OF  
~~GALVESTON ISLAND DAY SCHOOL~~ MOODY EARLY CHILDHOOD CENTER**

**ARTICLE I - OFFICES**

**1. REGISTERED OFFICE AND AGENT**

The registered office and registered agent of the Corporation shall be as set forth in the Corporation's Certificate of Formation. The registered office or the registered agent may be changed by resolution of the Board of Directors, upon making the appropriate filing with the Secretary of State.

**2. PRINCIPAL OFFICE**

The principal office of the Corporation shall be at ~~2628 Broadway Street~~ 1110 21<sup>st</sup> St., Galveston, Texas 77550, provided that the Board of Directors shall have the power to change the location of the principal office.

**3. OTHER OFFICES**

The Corporation may also have other offices at such places, within or without the State of Texas, as the Board of Directors may designate, or as the business of the Corporation may require or as may be desirable.

**ARTICLE II - DIRECTORS**

**1. BOARD OF DIRECTORS**

To the extent not limited or prohibited by law, the Certificate of Formation or these Bylaws, the powers of the Corporation shall be exercised by or under the authority of, and the business and affairs of the Corporation shall be managed under the direction of the Board of Directors of the Corporation. Directors need not be residents of the State of Texas or members of the Corporation unless the Certificate of Formation or these Bylaws so require.

**2. NUMBER AND ELECTION OF DIRECTORS**

The number of directors shall be ~~five (5)~~ between five (5) and eleven (11), provided that the number may be increased or decreased from time to time by an amendment to these Bylaws or resolution adopted by the Board of Directors, provided that the number of directors may not be decreased to fewer than three (3). Directors shall serve terms lasting 3 years, beginning on September 1<sup>st</sup> of the year they are elected. Directors may serve a maximum of 2 consecutive terms before having to step down, and may be reelected by the Board of Directors no sooner than 1 year following the completion of their second term. No decrease in the number of Directors shall have the effect of shortening the term of any incumbent director. One director shall be the Superintendent of the Galveston Independent School District or the Superintendent's designee.

At the first annual meeting of the Board of Directors and at each annual meeting thereafter, the directors shall elect directors to replace any upcoming vacancies due to term limits or for other reasons. The first election of directors will be assigned to 3 classes of staggered terms by drawing of lots. Directors will be drawn into a 1-year, 2-year or 3-year term class. Those directors drawn into classes of 1-year and 2-year terms will be eligible to serve two complete 3-year terms following their initial 1-year or 2-year terms before being required to step down for at least one year. A director shall hold office until the next annual election of directors at the end of their second consecutive term and until said director's successor shall have been elected, appointed, or designated and qualified.

### **3. REMOVAL**

A director may be removed from office, with or without cause, by the persons entitled to elect, designate, or appoint the director. If the director was elected to office, removal requires a majority ~~an affirmative vote equal to the vote necessary to elect the director.~~

### **4. RESIGNATION**

A director may resign by providing written notice of such resignation to the Corporation. The resignation shall be effective upon the date of receipt of the notice of resignation or the date specified in such notice. Acceptance of the resignation shall not be required to make the resignation effective.

### **5. VACANCIES AND INCREASE IN NUMBER OF DIRECTORS**

Any vacancy occurring in the Board of Directors shall be filled by the affirmative vote of a majority of the remaining directors ~~though less than a quorum of the Board of Directors.~~ A director elected to fill a vacancy shall be elected for the unexpired term of the previous director. Any directorship to be filled by reason of an increase in the number of directors shall be filled by election at an annual, special, or regular meeting ~~or at a special meeting~~ of the Board of Directors called for that purpose.

### **6. ANNUAL MEETING OF DIRECTORS**

The annual meeting of the Board of Directors shall be held on the ~~2<sup>nd</sup> Tuesday of January~~ 4<sup>th</sup> Friday of August each year, at which they shall elect officers and transact such other business as shall come before the meeting. The time and place of the annual meeting of the Board of Directors may be changed by resolution of the Board of Directors.

Failure to hold the annual meeting at the designated time shall not work a dissolution of the Corporation. In the event the Board of Directors fails to call the annual meeting at the designated time, any Director may make demand that such meeting be held within a reasonable time, such demand to be made in writing by registered mail directed to any officer of the Corporation. If the annual meeting of the Board of Directors is not called within sixty (60) days following such demand, any Director may compel the holding of such annual meeting by legal

action directed against the Board of Directors, and all of the extraordinary writs of common law and of courts of equity shall be available to such Director to compel the holding of such annual meeting.

#### **7. REGULAR MEETING OF DIRECTORS**

Regular meetings of the Board of Directors may be held ~~with or without notice~~ at such time and place as may be from time to time determined by the Board of Directors with sufficient notice given in compliance with the Texas Open Meetings Act.

#### **8. SPECIAL MEETINGS OF DIRECTORS**

The Secretary shall call a special meeting of the Board of Directors whenever requested to do so by the President or by three (3) or more directors. Such special meeting shall be held at the date and time specified in the notice of meeting with sufficient notice given in compliance with the Texas Open Meetings Act.

#### **9. PLACE OF DIRECTORS' MEETINGS**

All meetings of the Board of Directors shall be held either at the principal office of the Corporation or at such other place, either within ~~or without~~ the State of Texas, as shall be specified in the notice of meeting ~~or executed waiver of notice.~~

#### **10. NOTICE OF DIRECTORS' MEETINGS**

Notice of any special meeting of the Board of Directors shall be given ~~at least two (2) days~~ within required timeframes permitted by the Texas Open Meetings Act previously thereto by written notice delivered personally or sent by mail, electronic mail, or telegram to each Director at that Director's address as shown by the records of the Corporation. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail in a sealed envelope so addressed, the postage thereon prepaid. If notice is given by telegram, such notice shall be deemed to be delivered when the telegram is delivered to the telegraph company. If given my electronic mail, such notice shall be deemed to be delivered based on the electronic time stamp attached to said electronic mail message. Any Director may waive notice of any meeting. The attendance of a Director at any meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transaction at, nor the purpose of, any regular or special meeting of the Board need be specified in the notice or waiver of notice of such meeting, unless specifically required by law or by these Bylaws.

#### **11. QUORUM AND VOTING OF DIRECTORS**

A quorum for the transaction of business by the Board of Directors shall be a majority of the number of directors fixed by these Bylaws. Directors present by proxy may not be counted toward a quorum. The act of the majority of the directors present in person or by proxy at a

meeting at which a quorum is present shall be the act of the Board of Directors, unless the act of a greater number is required by law or the Certificate of Formation.

~~A director may vote in person or by proxy executed in writing by the director. No proxy shall be valid after three months from the date of its execution. Each proxy shall be revocable unless expressly provided therein to be irrevocable, and unless otherwise made irrevocable by law.~~

## 12. COMPENSATION

~~Directors, as such, shall not receive any stated salary compensation for their services, but by resolution of the Board of Directors a fixed sum and expenses of attendance, if any, may be allowed for attendance at any meeting of the Board or Directors. A director shall not be precluded from serving the Corporation in any other capacity and receiving compensation for such services. Directors and Members of committees may be allowed similar compensation and reimbursement of expenses for attending committee meetings, trainings, or other organization business pending review and approval of the finance committee.~~

## 13. ~~ACTION BY DIRECTORS WITHOUT MEETING~~

~~Any action required by the Texas Business Organizations Code to be taken at a meeting of the Board of Directors, or any action which may be taken at a meeting of the Board of Directors or any committee, may be taken without a meeting if a consent in writing, setting forth the action to be taken, shall be signed by all the Board of Directors entitled to vote with respect to the subject matter thereof, or all of the members of the committee, as the case may be. Such consent shall have the same force and effect as a unanimous vote.~~

~~If the Corporation's Certificate of Formation so provide, any action required by the Texas Business Organizations Code to be taken at a meeting of the Board of Directors or any action that may be taken at a meeting of the Board of Directors or any committee may be taken without a meeting if a consent in writing, setting forth the action to be taken, is signed by a sufficient number of Board of Directors or committee members as would be necessary to take that action at a meeting at which all of the Board of Directors or members of the committee were present and voted.~~

~~Each written consent shall bear the date of signature of each Director or committee member who signs the consent. A written consent signed by less than all of the Board of Directors or committee members is not effective to take the action that is the subject of the consent unless, within sixty (60) days after the date of the earliest dated consent delivered to the Corporation in the manner required by this section, a consent or consents signed by the required number of Board of Directors or committee members is delivered to the Corporation at its registered office, registered agent, principal place of business, transfer agent, registrar, exchange agent, or an officer or agent of the Corporation having custody of the books in which proceedings of meetings of Board of Directors or committees are recorded. Delivery shall be by hand or certified or registered mail, return receipt requested. Delivery to the Corporation's principal place of business shall be addressed to the President or principal executive officer of the Corporation.~~

~~Prompt notice of the taking of any action by Board of Directors or a committee without a meeting by less than unanimous written consent shall be given to all Board of Directors or committee members who did not consent in writing to the action.~~

~~If any action by Board of Directors or a committee is taken by written consent signed by less than all of the Board of Directors or committee members, any articles or documents filed with the Secretary of State as a result of the taking of the action shall state, in lieu of any statement required by this Act concerning any vote of the Board of Directors or committee members, that written consent has been given in accordance with the provisions of section 6.202 of the Texas Business Organizations Code and that any written notice required by such section has been given.~~

~~A telegram, telex, cablegram, or similar transmission by a Director or member of a committee or a photographic, photostatic, facsimile, or similar reproduction of a writing signed by a Director or member of a committee shall be regarded as signed by the Director or member of a committee for purposes of this section.~~

#### **1413. COMMITTEES OF THE BOARD OF DIRECTORS**

The Board of Directors, by resolution adopted by a majority of the Directors in office, may designate and appoint one or more committees, each of which shall consist of ~~two~~one or more Directors, as well as non-directors as deemed necessary by the Board of Directors, which committees, to the extent provided in said resolution, shall have and exercise the authority of the Board of Directors in the management of the Corporation, except that no such committee shall have the authority of the Board of Directors in reference to amending, altering or repealing the Bylaws; electing, appointing or removing any member of any such committee or any Director or officer of the Corporation; amending or restating the Certificate of Formation; adopting a plan of merger or adopting a plan of consolidation with another Corporation; authorizing the sale, lease, exchange or mortgage of all or substantially all of the property and assets of the Corporation; authorizing the voluntary dissolution of the Corporation or revoking proceedings therefore; adopting a plan for the distribution of the assets of the Corporation; or amending, altering or repealing any resolution of the Board of Directors which by its terms provides that it shall not be amended, altered or repeated by such committee. The designation and appointment of any such committee and the delegation of authority to such committee shall not operate to relieve the Board of Directors, or any individual Director, of any responsibility imposed by law upon the Board of Directors or upon any individual Director.

~~Other committees not having and exercising the authority of the Board of Directors in the management of the Corporation may be appointed in such manner as may be designated by a resolution adopted by a majority of the Directors present at a meeting at which a quorum is present. Except as otherwise provided in such resolution, members of each such committee shall be Directors of the Corporation, and the President of the Corporation shall appoint the members thereof. Any member thereof may be removed by the person or persons authorized to appoint such member whenever in their judgment the best interests of the Corporation shall be served by such removal.~~



The Board of Directors shall appoint members for standing committees for Finance, Governance and Board Development, Resource Development, and Government Relations. The Board of Directors may also appoint members to serve on other committees on an ad hoc basis, including but not limited to committees for scholarships, financial audits, etc.

Committees shall provide a report to the Board of Directors no less than quarterly.

Each member of a committee shall continue as such until the next annual meeting of the Board of Directors and until a successor is appointed, unless the committee shall be sooner terminated, or unless such member be removed from such committee, or unless such member cease to qualify as a member thereof.

One member of each committee shall be appointed chairman by the person or persons authorized to appoint the members thereof.

Vacancies in the membership of any committee may be filled by appointments made in the same manner as provided in the case of the original appointments.

Unless otherwise provided in the resolution of the Board of Directors designating a committee, a majority of the whole committee shall constitute a quorum and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

Each committee may adopt rules for its own government not inconsistent with these Bylaws or with rules adopted by the Board of Directors.

#### **14. Advisory Board**

The Board of Directors shall appoint an Advisory Board comprised of early childhood professionals in a variety of disciplines, including but not limited to education, health and child development; community members with a demonstrated interest in early childhood education; and at least two (2) representatives recommended jointly by the District's Superintendent of the Schools in consultation with the Chair of the Board of Trustees. This Advisory Board will meet at least quarterly, and serve as an advisor to both the Board of the School and its administrative head of school. From time to time, advisors may be asked to serve on task forces and committees to assist the Board of Directors. The Advisory Board shall elect a chair and vice-chair and may form its own committees as necessary.

### **ARTICLE III - OFFICERS**

#### **1. NUMBER OF OFFICERS**

The officers of a Corporation shall consist of a president and a secretary and may also consist of one or more vice-presidents, a treasurer, and such other officers and assistant officers as may be deemed necessary. New offices may be created and filled at any meeting of the Board of Directors. Any two or more offices may be held by the same person, except the offices of president and secretary. ~~A committee duly designated may perform the functions of any officer~~

~~and the functions of any two or more officers may be performed by a single committee, including the functions of both president and secretary.~~

## **2. ELECTION OF OFFICERS AND TERM OF OFFICE**

All officers shall be elected or appointed annually by the Board of Directors at the regular annual meeting of the Board of Directors for such terms not exceeding three (3) years.

## **3. REMOVAL OF OFFICERS, VACANCIES**

Any officer elected or appointed may be removed by the Board of Directors whenever in their judgment the best interests of the Corporation will be served thereby. The removal of an officer shall be without prejudice to the contract rights, if any, of the officer so removed. Election or appointment of an officer or agent shall not of itself create contract rights. A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled by the Board of Directors for the unexpired portion of the term.

## **4. POWERS OF OFFICERS**

Each officer shall have, subject to these Bylaws, in addition to the duties and powers specifically set forth herein, such powers and duties as are commonly incident to that office and such duties and powers as the Board of Directors shall from time to time designate. All officers shall perform their duties subject to the directions and under the supervision of the Board of Directors. ~~The President may secure the fidelity of any and all officers by bond or otherwise.~~

All officers and agents of the Corporation, as between themselves and the Corporation, shall have such authority and perform such duties in the management of the Corporation as may be provided in these Bylaws, or as may be determined by resolution of the Board of Directors not inconsistent with these Bylaws.

In the discharge of a duty imposed or power conferred on an officer of a Corporation, the officer may in good faith and with ordinary care rely on information, opinions, reports, or statements, including financial statements and other financial data, concerning the Corporation or another person, that were prepared or presented by: (1) one or more other officers or employees of the Corporation, including members of the Board of Directors; or (2) legal counsel, public accountants, or other persons as to matters the officer reasonably believes are within the person's professional or expert competence.

An officer is not relying in good faith within the meaning of this section if the officer has knowledge concerning the matter in question that makes reliance otherwise permitted by this subsection unwarranted.

## **5. PRESIDENT**

The President shall be the chief executive officer of the Corporation and shall preside at all meetings of all directors. Such officer shall see that all orders and resolutions of the board are

carried out, subject however, to the right of the directors to delegate specific powers, except such as may be by statute exclusively conferred on the President, to any other officers of the Corporation.

The President or any Vice-President shall execute bonds, mortgages and other instruments requiring a seal, in the name of the Corporation. When authorized by the board, the President or any Vice-President may affix the seal to any instrument requiring the same, and the seal when so affixed shall be attested by the signature of either the Secretary or an Assistant Secretary.

The President shall be ex-officio a member of all standing committees.

The President shall submit a report of the operations of the Corporation for the year to the directors at their meeting next preceding the annual meeting of the Board of Directors.

## **6. VICE-PRESIDENTS**

The Vice-President, or Vice-Presidents in order of their rank as fixed by the Board of Directors, shall, in the absence or disability of the President, perform the duties and exercise the powers of the President, and they shall perform such other duties as the Board of Directors shall prescribe.

## **7. THE SECRETARY AND ASSISTANT SECRETARIES**

The Secretary shall attend all meetings of the Board of Directors and shall record all votes and the minutes of all proceedings and shall perform like duties for the standing committees when required. The Secretary shall give or cause to be given notice of all meetings of the Board of Directors and shall perform such other duties as may be prescribed by the Board of Directors. The Secretary shall keep in safe custody the seal of the Corporation, and when authorized by the Board of Directors, affix the same to any instrument requiring it, and when so affixed, it shall be attested by the Secretary's signature or by the signature of an Assistant Secretary.

The Assistant Secretaries shall in order of their rank as fixed by the Board of Directors, in the absence or disability of the Secretary, perform the duties and exercise the powers of the Secretary, and they shall perform such other duties as the Board of Directors shall prescribe.

In the absence of the Secretary or an Assistant Secretary, the minutes of all meetings of the board shall be recorded by such person as shall be designated by the President or by the Board of Directors.

## **8. THE TREASURER AND ASSISTANT TREASURERS**

The Treasurer shall have the custody of the corporate funds and securities and shall keep or cause to be kept full and accurate accounts of receipts and disbursements in books belonging to the Corporation and shall deposit or cause to be deposited all moneys and other valuable effects in the name and to the credit of the Corporation in such depositories as may be designated by the Board of Directors.

The Treasurer shall disburse or cause to be disbursed the funds of the Corporation as may be ordered by the Board of Directors, taking or causing the taking of proper vouchers for such disbursements. The Treasurer shall keep and maintain or cause the keeping and maintaining of the Corporation's books of account and shall render or cause to be rendered to the President and directors an account of all of the Treasurer's transactions and of the financial condition of the Corporation and exhibit the books, records and accounts to the President or directors at any time. The Treasurer shall disburse or cause to be disbursed funds for capital expenditures as authorized by the Board of Directors and in accordance with the orders of the President, and present or cause to be presented to the President's attention any requests for disbursing funds if in the judgment of the Treasurer any such request is not properly authorized. The Treasurer shall perform or cause to be performed such other duties as may be directed by the Board of Directors or by the President. The Treasurer shall chair the Finance Committee.

~~If required by the Board of Directors, the Treasurer shall give the Corporation a bond in such sum and with such surety or sureties as shall be satisfactory to the Board of Directors for the faithful performance of the duties of the office and for the restoration to the Corporation, in case of death, resignation, retirement or removal from office, of all books, papers, vouchers, money and other property of whatever kind in the incumbent's possession or under the incumbent's control belonging to the Corporation.~~

The Assistant Treasurers in the order of their seniority shall, in the absence or disability of the Treasurer, perform the duties and exercise the powers of the Treasurer, and they shall perform such other duties as the Board of Directors shall prescribe.

#### **ARTICLE IV - INDEMNIFICATION AND INSURANCE**

##### **1. INDEMNIFICATION**

The Corporation shall have the full power to indemnify and advance or reimburse expenses pursuant to the provisions of the Texas Business Organizations Code to any person entitled to indemnification under the provisions of the Texas Business Organizations Code.

##### **2. INSURANCE**

The Corporation may purchase and maintain insurance or another arrangement on behalf of any person who is or was a member, director, officer, employee, or agent of the Corporation or who is or was serving at the request of the Corporation as a director, officer, partner, venturer, proprietor, trustee, employee, agent, or similar functionary of another foreign or domestic corporation, employee benefit plan, other enterprise, or other entity, against any liability asserted against him or her and incurred by him or her in such a capacity or arising out of his or her status as such a person, whether or not the Corporation would have the power to indemnify him or her against that liability. Without limiting the power of the Corporation to procure or maintain any kind of insurance or other arrangement, the Corporation may, for the benefit of persons indemnified by the Corporation, (1) create a trust fund; (2) establish any form of self-insurance; (3) secure its indemnity obligation by grant of a security interest or other lien on the assets of the Corporation; or (4) establish a letter of credit, guaranty, or surety arrangement. The insurance or

other arrangement may be procured, maintained, or established within the Corporation or with any insurer or other person deemed appropriate by the Board of Directors regardless of whether all or part of the stock or other securities of the insurer or other person are owned in whole or part by the Corporation. In the absence of fraud, the judgment of the Board of Directors as to the terms and conditions of the insurance or other arrangement and the identity of the insurer or other person participating in an arrangement shall be conclusive and the insurance or arrangement shall not be voidable and shall not subject the directors approving the insurance or arrangement to liability, on any ground, regardless of whether directors participating in the approval are beneficiaries of the insurance or arrangement.

## **ARTICLE V - MISCELLANEOUS**

### **1. WAIVER OF NOTICE**

Whenever any notice is required to be given to any member or director of the Corporation under the provisions of the Texas Business Organizations Code, the Certificate of Formation, or these Bylaws, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be equivalent to the giving of such notice.

### **2. MEETINGS BY TELEPHONE CONFERENCE, ELECTRONIC OR OTHER REMOTE COMMUNICATIONS TECHNOLOGY**

Subject to the provisions required or permitted by the Texas Business Organizations Code, the Texas Open Meetings Act, and these Bylaws for notice of meetings, members of the Board of Directors, or members of any committee may participate in and hold a meeting of such board, or committee by means of: (1) ~~conference telephone~~ videoconference or similar communications equipment by which all persons participating in the meeting can communicate with each other via both video and audio communication; ~~or (2) another suitable electronic communications system, including videoconferencing technology or the Internet~~, only if: (a) each member entitled to participate in the meeting consents to the meeting being held by means of that system; and (b) the system provides access to the meeting in a manner or using a method by which each member participating in the meeting can communicate concurrently with each other participant. Participation in a meeting pursuant to this section shall constitute presence in person at such meeting, except where a person participates in the meeting for the express purpose of objecting to the transaction of any business on the ground that the meeting is not lawfully called or convened. The presiding officer of the meeting must be physically present at the location indicated on the officially posted notice of meeting.

### **3. SEAL**

The Corporation may adopt a corporate seal in such form as the Board of Directors may determine. The Corporation shall not be required to use the corporate seal and the lack of the corporate seal shall not affect an otherwise valid contract or other instrument executed by the Corporation.

### **4. CONTRACTS**

The Board of Directors may authorize any officer or officers, agent or agents of the Corporation, in addition to the officers so authorized by these Bylaws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation, and such authority may be general or confined to specific instances.

**5. CHECKS, DRAFTS, ETC.**

All checks, drafts or other instruments for payment of money or notes of the Corporation shall be signed by such officer or officers or such other person or persons as shall be determined from time to time by resolution of the Board of Directors.

**6. DEPOSITS**

All funds of the Corporation shall be deposited from time to time to the credit of the Corporation in such banks, trust companies, or other depositories as the Board of Directors may select.

**7. GIFTS**

The Board of Directors may accept on behalf of the Corporation any contribution, gift, bequest or devise for the general purposes or for any special purpose of the Corporation.

**8. BOOKS AND RECORDS**

The Corporation shall keep correct and complete books and records of account and shall keep minutes of the proceedings of the Board of Directors, ~~and committees~~, and shall keep at the registered office or principal office in this State a record of the names and addresses of its members entitled to vote. A Director of the Corporation, on written demand stating the purpose of the demand, has the right to examine and copy, in person or by agent, accountant, or attorney, at any reasonable time, for any proper purpose, the books and records of the Corporation relevant to that purpose, at the expense of the member.

**9. FINANCIAL RECORDS AND ANNUAL REPORTS**

The Corporation shall maintain current true and accurate financial records with full and correct entries made with respect to all financial transactions of the Corporation, including all income and expenditures, in accordance with generally accepted accounting practices. All records, books, and annual reports (if required by law) of the financial activity of the Corporation shall be kept at the registered office or principal office of the Corporation in this state for at least three years after the closing of each fiscal year and shall be available to the public for inspection and copying there during normal business hours. The Corporation may charge for the reasonable expense of preparing a copy of a record or report.

**10. FISCAL YEAR**

The fiscal year of the Corporation shall be as determined by the Board of Directors.

## **ARTICLE VI – CONSTRUCTION**

### **1. PRONOUNS AND HEADINGS**

All personal pronouns used in these Bylaws shall include the other gender whether used in masculine or feminine or neuter gender, and the singular shall include the plural whenever and as often as may be appropriate. All headings herein are for convenience only and neither limit nor amplify the provisions of these Bylaws.

### **2. INVALID PROVISIONS**

If any one or more of the provisions of these Bylaws, or the applicability of any such provision to a specific situation, shall be held invalid or unenforceable, such provision shall be modified to the minimum extent necessary to make it or its application valid and enforceable, and the validity and enforceability of all other provisions of these Bylaws and all other applications of any such provision shall not be affected thereby.

## **ARTICLE VII - AMENDMENT OF BYLAWS**

The Board of Directors may amend or repeal these Bylaws, or adopt new Bylaws, unless the Certificate of Formation or the Texas Business Organizations Code limits such powers.

Adopted by the Board of Directors on January 11, 2016.

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Erica Adams, Secretary



*"Giving all Galveston children the opportunity to soar"*

**MECC  
Executive Director Report  
February 22, 2019**

1. Enrollment = 220
  - a. See Attached
  - b. IT: 86 enrolled
    - i. Spaces
      1. 6 wks-6 months (3 spaces/6 on wait)
      2. 6 months-1 year (2 spaces) \*
      3. 12 months – 17 months (1 space)
      4. 18 months – 23 months (6 spaces)
      5. 24 months – 30 months (8 spaces) \*
      6. 30 months – 36 months (8 spaces) \*
    - c. PK3: 134 enrolled
      1. 19 spaces
2. Updates
  - a. Charter
    - i. Events
      1. Vision Galveston Meeting – Jan 31<sup>st</sup>
      2. Parent Advisory Meeting – Feb 5<sup>th</sup>
      3. Valentine's Day
      4. Teacher/Parent Conference Day – Feb 18<sup>th</sup>
      5. Kinetic Sand – Feb 19<sup>th</sup>
      6. GISD Board Report – Feb 20<sup>th</sup> (see attached)
      7. Positive Discipline – Feb 20<sup>th</sup>
      8. Maya Call – Feb 21<sup>st</sup>
      9. Professional Advisory – Feb 28<sup>th</sup>
      10. Incredible Years – Family Service Center: Wednesdays
    - ii. Website
      1. Working with Joe from Safari Multimedia on 1/29
      2. Zach "Toth Digital" (?)
    - iii. Registration
      1. Advocates
      2. Flyers for families
        - Updated to include IT
      3. IT – ongoing
      4. PK3 – Beginning
        - PK3 – Bilingual requests
        - 2-year-old registration April 1<sup>st</sup>
        - County wide registration April 23 – May 3

*The Moody Early Childhood Center is a private nonprofit 501 (c) (3) and does not discriminate on the basis of sex, race, color, national origin, disability, religion or age in the administration of its educational policies, admissions policies, and all other school-administered programs.*



- b. Grants**
  - i. Early Head Start Expansion**
    - 1. No news**
  - ii. PD Grant**
    - 1. Mid-Year Submitted**
  - iii. SB1882**
    - 1. 1<sup>st</sup> payment released from GISD**

As of 2/11/2019

**INFANT AND TODDLER**

ENROLLMENT BY SEX	COUNT
MALE	40
FEMALE	46
<b>TOTAL</b>	<b>86</b>

ENROLLMENT BY ETHNICITY	COUNT
NON-HISPANIC	72
HISPANIC	12
BOTH	1
BLANK	1
<b>TOTAL</b>	<b>86</b>

ENROLLMENT BY RACE	COUNT
AMER. INDIAN/ALASKAN	0
ASIAN	7
BLACK/AFRICAN AMER.	20
WHITE	55
HAWAIIAN/PAC. ISLAND	0
TWO OR MORE	3
BLANK	1
<b>TOTAL</b>	<b>86</b>

TUITION	COUNT
SCHOLARSHIP	25
WORKFORCE	13
USCG SUBSIDY	1
FULL TUITION	47
<b>TOTAL</b>	<b>86</b>

**PRE-K 3**

ENROLLMENT BY SEX	COUNT
MALE	64
FEMALE	70
<b>TOTAL</b>	<b>134</b>

ENROLLMENT BY ETHNICITY	COUNT
NON-HISPANIC	79
HISPANIC	55
BOTH	0
BLANK	0
<b>TOTAL</b>	<b>134</b>

ENROLLMENT BY RACE	COUNT
AMER. INDIAN/ALASKAN	7
ASIAN	55
BLACK/AFRICAN AMER.	69
WHITE	2
HAWAIIAN/PAC. ISLAND	1
TWO OR MORE	1
BLANK	0
<b>TOTAL</b>	<b>134</b>

TUITION	COUNT
NO TUITION	132
TUITION	2
<b>TOTAL</b>	<b>134</b>

SOCIO-ECONOMIC	COUNT
ECO-DISADVANTAGE	127
NON-ELIGIBLE	7
<b>TOTAL</b>	<b>134</b>

**AFTERSCHOOL CARE**

ENROLLMENT BY SEX	COUNT	
	MECC	OTHER
FEMALE	6	3
MALE	9	4
<b>TOTAL</b>	<b>15</b>	<b>7</b>
		<b>22</b>

ENROLLMENT BY ETHNICITY	COUNT	
	MECC	OTHER
NON-HISPANIC	8	7
HISPANIC	7	0
BOTH	0	0
BLANK	0	0
<b>TOTAL</b>	<b>15</b>	<b>7</b>
		<b>22</b>

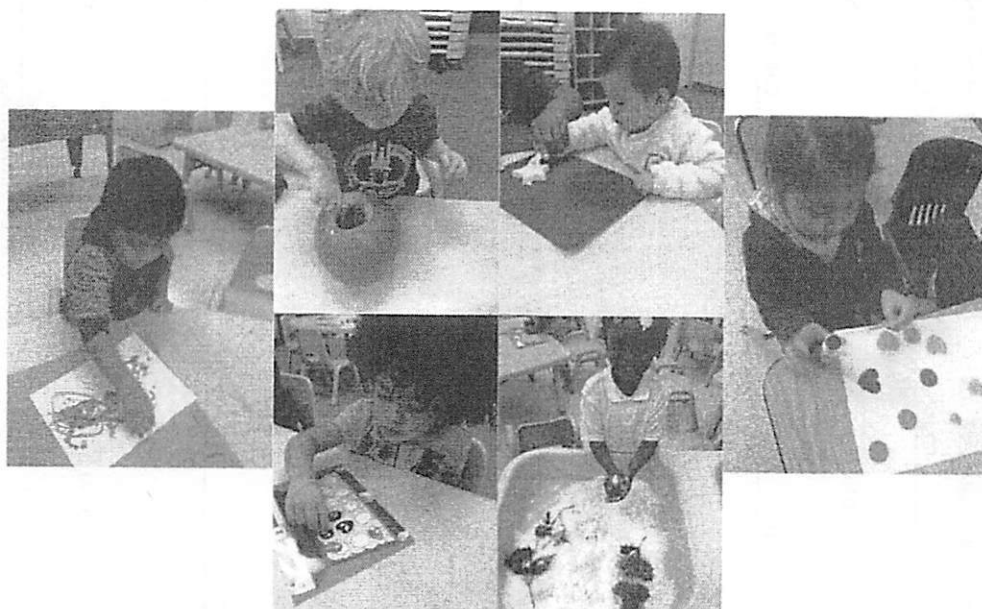
ENROLLMENT BY RACE	COUNT	
	MECC	OTHER
AMER. INDIAN/ALASKAN	0	0
ASIAN	1	0
BLACK/AFRICAN AMER.	3	2
WHITE	10	4
HAWAIIAN/PAC. ISLAND	0	0
TWO OR MORE	1	1
BLANK	0	0
<b>TOTAL</b>	<b>15</b>	<b>7</b>
		<b>22</b>

TUITION	COUNT	
	MECC	OTHER
SCHOLARSHIP	1	0
WORKFORCE	2	0
FULL TUITION	12	7
<b>TOTAL</b>	<b>15</b>	<b>7</b>
		<b>22</b>

# Moody Early Childhood Center

Second Quarterly Board Report  
February 2019

1



2

## Infant and Toddler

**86 Students**

47% Male  
53% Female

**Ethnicity**


- Non-Hispanic 84%
- Hispanic 14%
- Both 1%
- Blank 1%

**Race**

- Asian 7%
- Black/AA 23%
- White 64%
- Two+ 3%
- Blank 1%

**Tuition**

- Subsidy 45%
- Full 55%



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## Pre-K 3

**134 Students**

48% Male  
52% Female

**Ethnicity**


- Non-Hispanic 59%
- Hispanic 41%

**Race**

- Asian 5%
- Black/AA 41%
- White 52%
- Hawaiian/Pac Island 2%
- Two+ 1%

**Socio-Economic**

- Eco-Disadvantage 95%
- Non-Eligible 5%



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## After School Program

22 Students

59% Male

41% Female

### Ethnicity

- Non-Hispanic 68%
- Hispanic 32%

### Race

- Asian 5%
- Black/AA 23%
- White 64%
- Two+ 1%



### Tuition

- Subsidy 14%
- Full Pay

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## Dedicated/Engaged Staff

- Family Advocates
  - 1 Full-Time & 1 Part-Time Counselor
  - 1 Social Worker
  - 2 Education Advocates
- Enrichment Teachers
  - STEAM
  - Music & Movement
  - Literacy Library
- Infant/Toddler Staff
  - 2:8 ratio in most rooms
- PreK 3 Classrooms
  - 2:15 ratio
  - 2 Bilingual 1 ESL
  - 3 Head
  - Head
  - Start



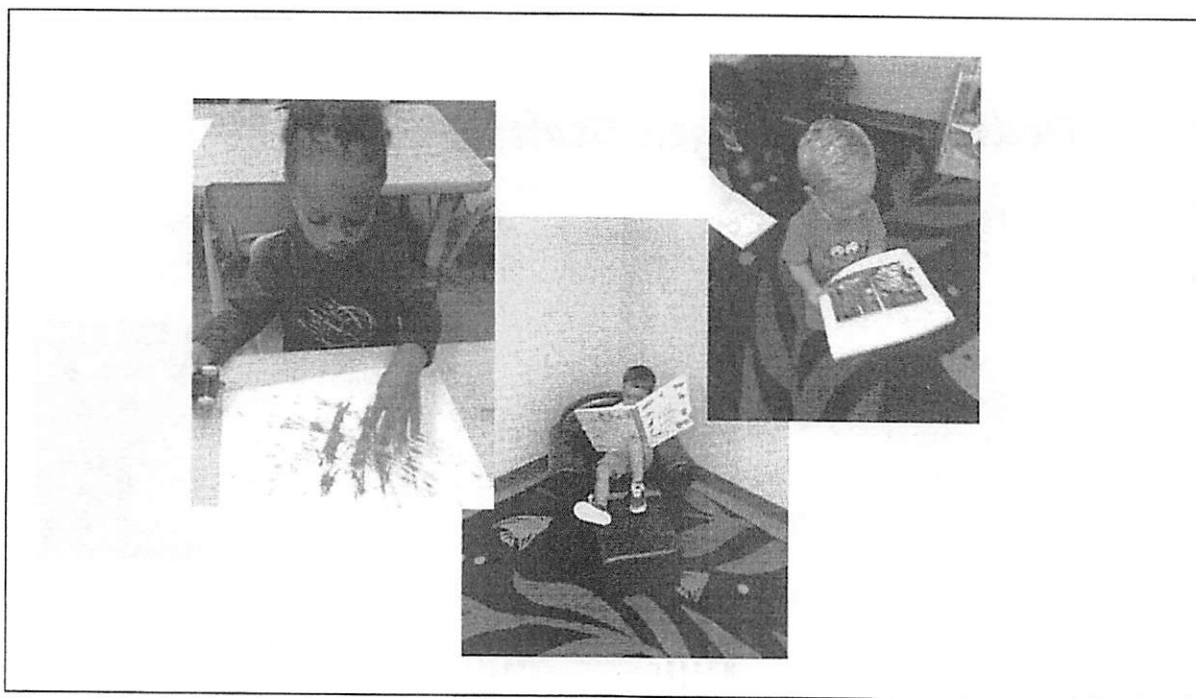
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## Community Partners

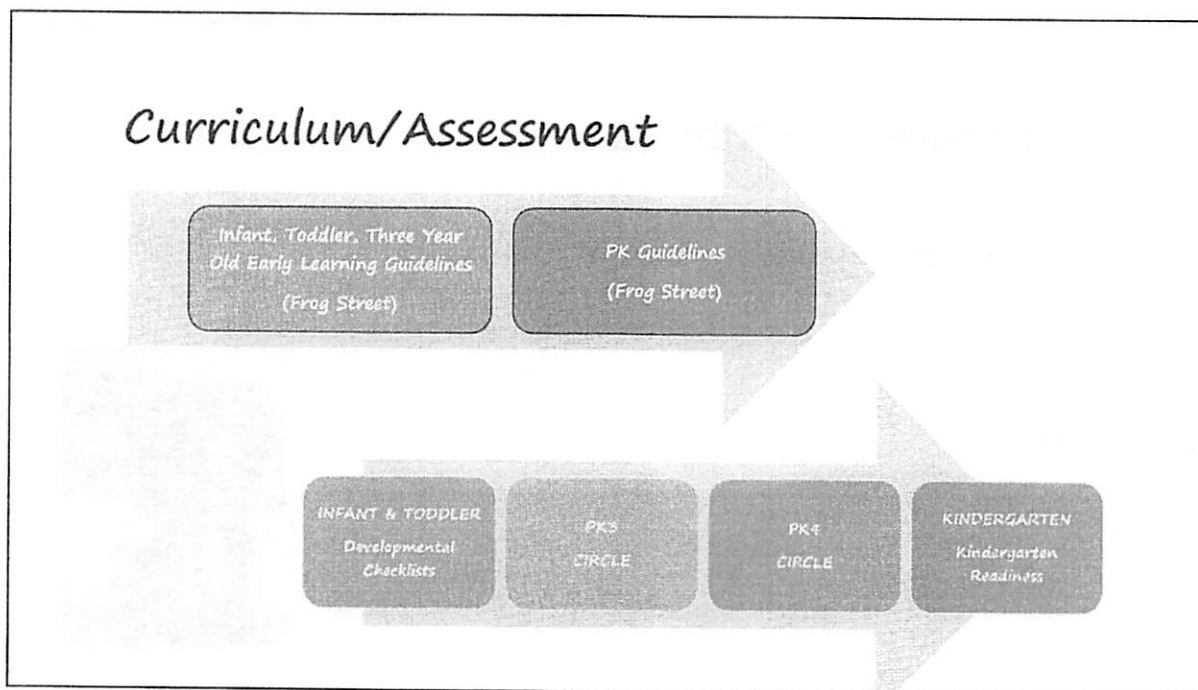
- Galveston ISD
- Galveston County Community Action Council – Head Start
- Ball High School
  - BESST
  - Child Guidance
  - Audio Visual
- UTMB
  - OT, PT, Pediatric Psychiatry
  - Nursing
- SMART Family Literacy
- Area Childcare Directors
- Boys and Girls Club
- Urban Strategies
- Galveston Urban Ministries
- Family Service Center
- BBVA
- Gulf Breeze
- Galveston Food Bank
- St. Vincent's House
- Ironman
- 3919 Enterprises



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## Infant & Toddler Developmental Checklist

Age	6-9 months		12-18 months		18-23 months		24-26 months	
	*Dec	Jan	Dec	Jan	Dec	Jan	Dec	Jan
Health & Motor	0	50	70	77	32	53	57	61
Lang & Literacy	0	13	51	69	25	33	52	56
Social Emotional	0	50	88	92	56	73	68	72
Cognitive	0	23	52	62	25	33	56	61
Overall	0	25	65	69	35	47	52	53

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## PK3 Skill Assessment

Skill Assessed	1 <sup>st</sup> Assessment (9/13/18) 132	2 <sup>nd</sup> Assessment (10/31/18) 141	3 <sup>rd</sup> Assessment (1/15/19) 140
Capital Letter Identification	14%	17%	34%
Lower Case Letter Identification	.7%	11%	22%
Number Identification	N/A	26%	40%
Rote Counting	.8%	14%	38%
Colors	16%	25%	41%
Shapes	17%	20%	25%
Vocabulary	7%	18%	31%

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## Comparative Scores

	Uppercase +11	Lowercase +18	Numbers 1-5 +12	Rote Counting 1-15 +12	Colors +12	Shapes +19
Returning MECC	44%	38%	50%	50%	50%	44%
New MECC	33%	20%	38%	38%	38%	25%

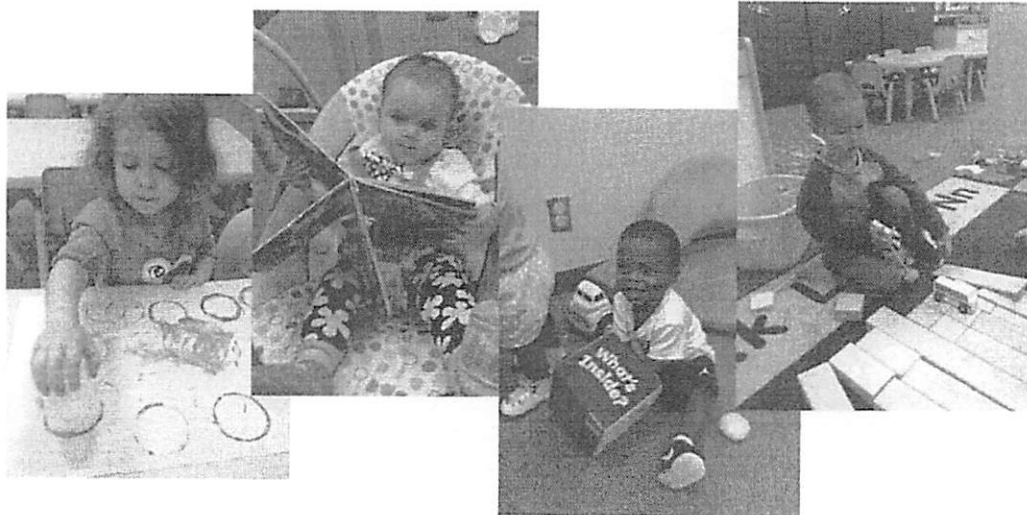
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## Student Outcome Goals (70%)

- *Increase Vocabulary* – By the end of the 2018-2019 school year, 70% of our students will be able to identify vocabulary introduced in the Frog Street curriculum (90 vocabulary cards)  
7% Sept/18% Dec/31% Jan
- *Alphabet Knowledge* – By the end of the 2018-2019 school year, 70% of our students will recognize at least 10 letters especially those in their own name.  
12% Sept/17% Oct/38% Dec
- *Number Recognition* – By the end of the 2018-2019 school year, 70% of our students will recognize the numerals 1-5.  
15% Sept/26% Oct/43% January

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## Performance Measures

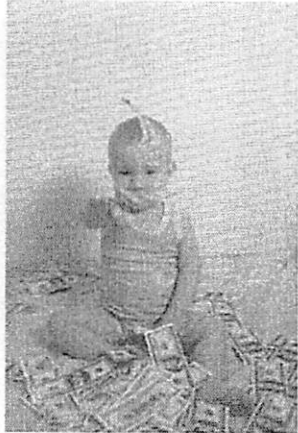


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## Performance Measure #1 Student Outcome Performance Measures

- TSDS Early Childhood Assessment
  - 2017-2018
    - 91.7%
- Updated High Quality Early Childhood Self Assessment (Sept)
  - 51 indicators
    - 22 Exemplary
    - 18 Proficient
    - 11 Developing

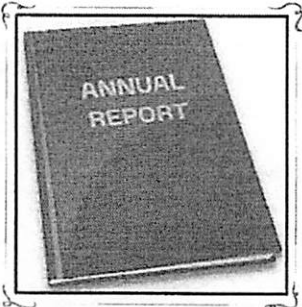
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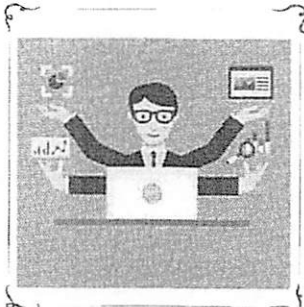
**Performance Measure #2**  
Financial Performance

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### Financial Reporting



Financial Report Submitted within 180 days  
2018 Audit in progress



Unqualified opinion



Free of Instances of Material Weaknesses in Internal Controls

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### Performance Measure #3 Parent and Community Engagement

#### Progress Measure #1

- Parent and Community Meetings
  - Community Resource Fair (Sept)
  - Professional Advisory Mtg (Aug, Dec, & Feb)
  - Parent Advisory Mtg (Oct & Feb)
  - Area Childcare Providers (Sept, Nov, Dec & Jan)
  - Program & Early Childhood Research (Dec)
  - Community Advisory (Dec & Feb)
  - Family Engagement Nights (Weekly events)
    - Academic Areas (Weekly Themes/Skills posted, Family nights – Process-Based Art, BINGO)
    - Parenting (Financial Literacy, Incredible Years, Positive Discipline, etc.)
    - Social/Emotional: De-Escalating Techniques (sensory activities, kinetic sand, yoga), Developmental Behavior (tantrums, biting)



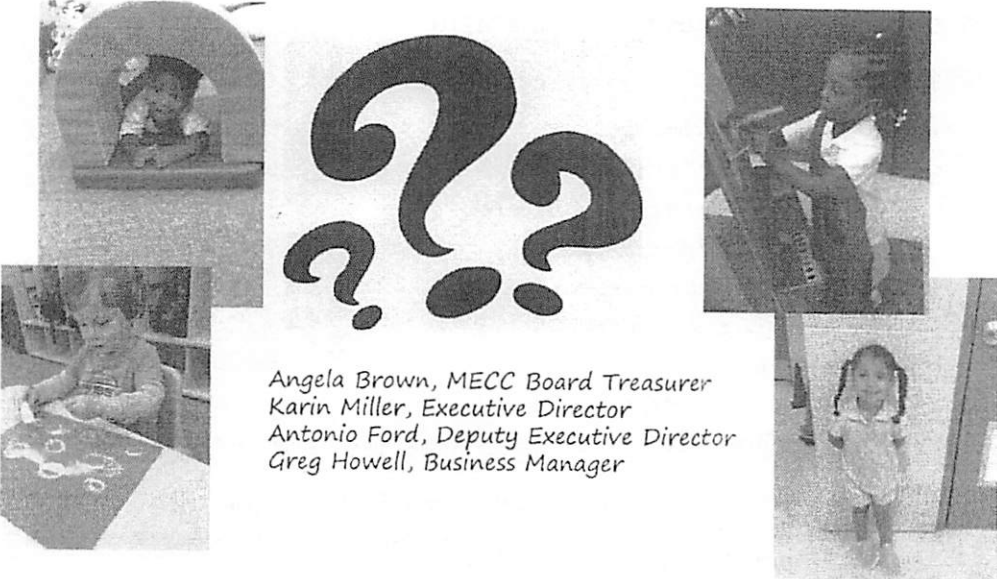
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### Performance Measure #3 Parent and Community Engagement

#### Progress Measure #2

- Parent Communication of Student Assessment Performance
  - Parent Conferences
    - Scheduled
    - Unscheduled
  - Developmental Checklists Monthly
  - Report Card 9 wks

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Angela Brown, MECC Board Treasurer  
Karin Miller, Executive Director  
Antonio Ford, Deputy Executive Director  
Greg Howell, Business Manager



*"Giving all Galveston children the opportunity to soar"*

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Effective professional development is key to teachers learning and refining the pedagogies required to teach challenging content, problem-solving, effective communication and collaboration, and self-direction.

In February 2018, the trustees of the Moody Foundation graciously made a grant of \$380,460.00 to the Moody Early Childhood Center for the purpose of extending professional development opportunities to early childhood educators across the island. To date twenty of the area directors of local childcare facilities have requested to receive email alerts regarding the training provided, fifteen facilities have attended directors' meetings, and eleven facilities have had staff participate in the offered training.

The first professional workshop was held in June 2018 and to date MECC has expended \$103,077.19 for training opportunities through February 2019, with additional anticipated expenditures of \$56,600.00 for the remaining trainings scheduled through May 2019.

Attached is a document that summarizes the first nine months of work and requests an extension of time to expend funds and outlines some alterations to the original expenditure plan and budget.

We greatly appreciate your willingness to consider this request and thank you for your continued confidence and support.

Sincerely,

*Karin Miller*

Karin Miller, Executive Director

**EFFECTIVE EARLY CHILDHOOD PROFESSIONAL DEVELOPMENT  
IMPLEMENTATION/ACTION PLAN FOLLOW-UP**

**Measurable (ANY SUBJECT/BEHAVIOR) Goal:**

Beginning June 1, 2018 through May 31, 2019, the number of quality professional development opportunities for Early Childhood/Early Childcare teachers in Galveston will increase from 0 to 36, and the number of quality professional development leadership opportunities for Early Childhood/Early Childcare directors in Galveston will increase from 0 to 6, as measured by sign-in sheets, participant evaluation, remote coaching feedback, and supervisors' feedback forms.

**State data which relates to this goal:** §746.1309 outlines the number of annual training hours required for all caregivers and the topics that must be addressed. Currently there are no content specific trainings that meet the requirements scheduled in Galveston for 2018-2019.

**Description of how teacher progress toward this goal will be measured:** Sign-In sheets, and evaluation forms will be collected at each training to show participation. Implementation of skills will be measured through remote coaching for teachers through CLI. (Teachers will video themselves implementing strategies learned in training, and the CLI coach will provide supportive, content-focused, and actionable feedback.) The feedback provided by the coaches will target each teacher's needs. Feedback may also be gathered through feedback forms provided by the attendees' direct supervisor.

**Description of procedures for reporting student progress toward this goal to facilities:** The CLI coach will provide supportive, content-focused, and actionable feedback for participants to the participant's direct supervisor and to the MECC school leader for grant evaluation purposes.

<b><u>Strategy, Method, or Action</u></b>	<b><u>Who is Responsible?</u></b>	<b><u>Timeline</u></b>	<b><u>Resources</u></b>	<b><u>Evidence</u></b>	<b><u>Evaluation Methods</u></b>
Professional Development will be provided by the Children's Learning Institute for 1 session of remote coaching orientation and 5 1-hour coaching sessions.	MECC Executive Director/School Leader	June 2018-May 2019	Resources for the training will be provided by CLI.  MECC will host the training	Remote Coaching feedback Supervisor's feedback	Sign-In sheets Evaluation Forms Remote Coaching feedback Supervisor's feedback

<b>Instructional Strategies</b>	To support remote coaching and provide evaluative feedback for language development, early literacy in language and mathematics, social/emotional development, responsive caregiving, and/or using developmental screenings trainings opportunities				
<b>Follow-Up</b>	Originally 15 people signed up for remote coaching. After staff met with CLI, they did not want to participate. No money was spent. Directors met and determined a more effective model would be an onsite model to be able to have immediate feedback and the coach could get a feel of the classroom environment. Onsite coaching is now being offered through a face-to-face model for the spring. Three centers have agreed to participate, and CLI has agreed to have 40 participants. No iPads are needed. CLI will provide pre- and post- observation assessment information for the grant.				
<b>Strategy, Method, or Action</b> Professional Development will be provided by the Children's Learning Institute the 1 <sup>st</sup> and 3 <sup>rd</sup> Saturday in July, September, November, January, and March.	<b>Who is Responsible?</b> MECC Executive Director/School Leader	<b>Timeline</b> June 2018-May 2019	<b>Resources</b> Resources for the training will be provided by CLI.  MECC will host the training	<b>Evidence</b> Employee's feedback Supervisor's feedback	<b>Evaluation Methods</b> Sign-In sheets Evaluation Forms Remote Coaching feedback Supervisor's feedback
<b>Instructional Strategies</b>	To support language development, early literacy in language and mathematics, social/emotional development, responsive caregiving, and/or using developmental screenings				
<b>Follow-Up</b>	<p>CLI provided training July 7, July 21, Sept 15, Sept 22, Nov 3, and Nov 17 for 50 participants each session. Topics presented were:</p> <p>July 7 &amp; 21 – Play With Me: Talk With Me – Strategies introduced for language building and eliciting strategies such as labeling, describing, narrating, and encouraging conversations were introduced.</p> <p>Sept 15 &amp; 22 – Play With Me: Read With Me – Strategies identified for promoting interest in books and a motivation to read, as well as using rhyme, rhythm, and props to enrich literacy experiences.</p> <p>Nov 3 &amp; 17 – Play With Me: Connect With Me – Social emotional development milestones and strategies were given for promoting early emotion recognition, self-regulation, and relationships with others.</p> <p>Jan 5 &amp; 26 - Play With Me: Talk With Me – Strategies introduced for language building and eliciting strategies such as labeling, describing, narrating, and encouraging conversations were introduced.</p> <p><i>(Participants who attended the first set of Play With Me trainings in the Summer/Fall are not allowed to attend the repeat sessions.)</i></p> <p>CLI has additional training scheduled for March 2 &amp; 23 on Read With Me and May 4 &amp; 18 on Connect With Me.</p>				
<b>Strategy, Method, or Action</b> Professional Development will be provided by the Collaborative For Children (C4C) the 1 <sup>st</sup> and 3 <sup>rd</sup> Saturday	<b>Who is Responsible?</b> MECC Executive Director/School Leader	<b>Timeline</b> June 2018-May 2019	<b>Resources</b> Resources for the training will be provided by C4C.  MECC will host the training	<b>Evidence</b> Employee's feedback Supervisor's feedback	<b>Evaluation Methods</b> Sign-In sheets Evaluation Forms Employee's feedback Supervisor's feedback



in June, August, October, December, February, and April.					
<b>Instructional Strategies</b>	To support early literacy development, and social/emotional development				
<b>Follow Up</b>	<p>C4C provided training June 9, June 16, Aug 4, Aug 18, Oct 6, and Oct 20 for 50 participants each session. Topics presented were:</p> <p>June 9 &amp; 16 – Responsive Interactions: Concentrated on the importance of teachers and caregivers providing meaningful, responsive experiences with children. Also explored the impact that those interactions have on learning, especially in the development of language.</p> <p>Aug 4 &amp; 18 – Understanding the Importance of Play: Participants are able to articulate what infants and toddlers are learning as they play, construct activities on how to set up the environment by providing intentional play.</p> <p>Oct 6 &amp; Dec 15 – Understanding Child Temperaments: The training helped employees gain an understanding different temperament and can recognize the influence of temperament and child’s success in school, review temperament characteristics, and identify methods and strategies to teach children with different temperament types.</p> <p>C4C has additional training scheduled for Feb 16 &amp; 23 on Creating Effective Infant and Toddler Classrooms, and Apr 6 &amp; 27 on Communicating with Parents.</p>				
<b>Professional Development</b> Eight professional development opportunities on topics determined by facility directors will be provided by Lakeshore Learning.	<u><b>Who is Responsible?</b></u> MECC Executive Director/School Leader	<u><b>Timeline</b></u> June 2018-May 2019	<u><b>Resources</b></u> Resources for the training will be provided by Lakeshore Learning.  MECC will host the training	<u><b>Evidence</b></u> Employee’s feedback Supervisor’s feedback	<u><b>Evaluation Methods</b></u> Sign-In sheets Evaluation Forms Employee’s feedback Supervisor’s feedback
<b>Follow Up</b>	<p>Aug 11 &amp; 25 – Family Engagement &amp; Learning Styles and Modalities: Participants were given activities and examples of effective models for increasing parent communication, and activities. Participants learned about different student learning styles and ways to differentiate the instruction to meet the individual needs of the learners</p> <p>Sept 29 &amp; Oct 13 – Classroom Learning Environments &amp; Centers, Workstations, and Learning: Participants learned how to set up a classroom to maximize student engagement while creating an environment that allows for students to utilize the purposeful play model.</p> <p>Oct 27 - Language and Literacy: Strategies for promoting interest in books and a motivation to read, as well as using rhyme, rhythm, and props to enrich early literacy experiences.</p> <p>Dec 1 &amp; 8 – Positive Guidance and Discipline: Participants were taught about the developmental stages of the various age groups and behavior patterns within each group. They identified effective strategies (divert, set limits, offer choices, redirect, reinforce, timeout) for working with trying behaviors</p>				

Jan 12 - Integrating Music and Movement: Participants learned effective strategies to integrate music and movement into all disciplines. Songs, fingerplays, stories, poems, as well as different transition activities were introduced.

<b>Professional Development</b> Six professional development opportunities on leadership topics determined by Galveston early childhood facility directors will be provided by CLI and C4C.	<u>Who is Responsible?</u> MECC Executive Director/School Leader	<u>Timeline</u> June 2018-May 2019	<u>Resources</u> Resources for the training will be provided by presenting facility.  MECC will host the training	<u>Evidence</u> Supervisor's feedback	<u>Evaluation Methods</u> Sign-In sheets Evaluation Forms Supervisor's feedback
<b>Follow Up</b>	<p>Directors meetings were held bi-monthly. Notifications were sent through an email list generated at initial meeting in May 2018 (15 centers). New facilities were added for participation (7 centers). Directors initially stated that they wanted the meetings to be held during the day at "naptime." However, the directors soon stated that they had a difficult time leaving during the day. SMART Family Literacy also began running director's trainings and we will incorporate our training opportunities for directors.</p> <p>Sept 12: CLI – Monitoring professional development trainings using student assessment data. (Play With Me)            Nov 14: CLI – Monitoring professional development trainings using student assessment data. (Read With Me)            Dec 19: Moody Foundation – The Background of MF on Education and Professional Development in Galveston            Jan 30: Moody Gardens – Educational Opportunities for students, staff, and families</p> <p>In addition to the planned activities, area directors also expressed interest in training to assist with understanding economic and diversity issues. The grant allowed a presentation by Dr. Ruby Payne on "A Framework for Understanding Poverty." She discussed the need to have relationships built on mutual respect, understanding hidden rules, analyze resources and making interventions, the importance of teaching formal register, abstract processes, and mental models. We held two, three-hour sessions for up to 50 participants/session. There were 87 participants. Participants have expressed an interest in continuing this training with the families in the community with a program titled "Getting Ahead in a Just-getting'- by World".</p>				

We have been diligent in monitoring expenditures to ensure good stewardship of funds in order to maximize impact and expand the grant timeline. We have held quality training based off the stated needs of Galveston childcare directors to meet the requirements in Minimum Standards as well as increase the educational opportunities of all Galveston children.

**Funding: \$380,460.00**

	Budgeted	Expended	Remaining
Consultants/Participant Payments	\$307,511.00	\$99,292.80	\$208,218.20
Supplies/Materials/Food	\$53,149.00	\$3,217.23	\$49,931.77
Administrative Fees	\$20,000.00	\$567.16	\$19,432.84

Anticipated expenditures to complete the trainings already scheduled are as follows:

	Sessions Remaining	Budgeted	Total
<b>Consultants/Participant Payments</b>			
CLI – 4 Training + Coaching	5	\$12,500.00	
C4C – 4 Training	4	\$8,000.00	
<b>Participant Payments</b>			
(8 Training sessions-50/session)	8	\$20,000.00	
(6 Coaching sessions-40/session)	6	\$12,000.00	\$155,718.20
<b>Supplies/Materials/Food</b>			
Training Sessions	8	\$2,000.00	
Director Meetings	2	\$500.00	\$47,431.77
<b>Administrative Fees</b>	8	\$1,600.00	\$17,832.84

\*Remaining – Budgeted = Totals

We are requesting to extend the funding through the 2019-2020 school year. We have surveyed area directors and additional needs have been identified such as safety and security in childcare environment, meeting increased requirements in state standards (CPR/First Aid, Allergy Identification, Child Maltreatment, etc.), additional training in behavior management, positive discipline, recognizing and effectively working with students with disabilities, transition activities, effective communication with parents, as well as continued training in academic concepts. In addition, the directors have asked to incorporate family engagement activities to assist parents in strategies to effectively partner with schools to bridge learning objectives from school to home, “Getting Ahead in a Just-getting-by World” which is a 16-20 course program to help individuals in poverty build their resources for a more prosperous life for themselves, their families and their communities, as well as strategies for increasing meaningful family engagement to help the understanding they are vested stakeholders in the education of their students. We will also partner with SMART Family Literacy to assist to provide training opportunities for area childcare directors. These trainings will assist the directors in acquiring state updates and required training hours, as well as provide opportunities to discuss issues with other area directors. In addition to collaborating with the directors’ meeting, SMART Family will post the professional development training schedule on their website.

## Exploring the Development of a Pediatric Medical Clinic at MECC

### *Summary of Parent Responses as of February 14, 2019*

We conducted a brief survey of our MECC families to assess their need for and interest in developing a pediatric medical clinic within our facility. This survey was to both inform the Board and Staff about parent's interest and needs, as well as to support efforts by Teen Health for potentially expanding their services into our building.

Surveys were distributed to each MECC child's family, and to date we have received 25 responses. Below are the findings from this survey.

- 100% of surveyed parents indicated their child or children had a regular place for getting primary pediatric health care and had a child well check at some point during the previous year
- 88% either agree or strongly agree that MECC families would benefit from having a full-service children's medical clinic located within the school.
- 84% said they were either very or extremely likely to use the clinic for acute illnesses like ear infections, colds, flu, vomiting, etc.
- 88% said they were either very or extremely likely to use the clinic for minor injuries like bumps, cuts, scrapes, etc.
- Also, families said they were either very or extremely likely to use the clinic for the other possible reasons we asked:
  - 64% Well child checks for their children
  - 64% Getting vaccines for their children
  - 67% Parenting strategies to help with behavior, social, and emotional development
  - 56% Parent education about breastfeeding
  - 60% Parent education about vaccines
  - 58% Parent education about healthy habits
- 20% said it would be very helpful to have help with finding and signing up for insurance/Medicaid and help with paying for prescriptions. **This is something to discuss starting now through our family advocate program.**
- Barriers preventing families from seeking healthcare for their children were:
  - Having to take time off of work or school – 28%
  - Lack of insurance or Medicaid – 16%
  - Cost of paying for care – 12%
  - Getting an appointment in a timely manner – 16%
- 28% said it would be very helpful to have help with getting access to a healthcare provider for their child/children.
- 20% said it would be very helpful or somewhat helpful to have help with finding and signing up for insurance/Medicaid and help with paying for prescriptions. This is something we should consider starting now through our family advocate program.
- 28% said it would be very helpful or somewhat helpful to have help with paying for prescription medications.

We will be sharing this information with Teen Health as well to assist with their efforts.

February 13, 2019

Board of Directors

Betty Massey –  
President

Jeri Kinnear –  
Vice President

Angela Brown –  
Treasurer

John Prochaska –  
Secretary

Erica Adams

Weez Doherty

Karin Miller –  
Executive Director

Dr. Kelli Moulton  
Superintendent of Galveston ISD  
3904 Avenue T  
Galveston, TX 77550

Dear Dr. Moulton,

I am writing on behalf of the Moody Early Childhood Center (MECC) Board of Directors, Executive Director, students, and families to request the Galveston Independent School District allow MECC to add one PreK4 class beginning in the 2019/20 school year.

As we remind each other frequently, MECC is an evolving partnership that is based on the fundamental and unwavering commitment to finding the most effective ways to educate our community's smallest learners. Last spring, GISD took a giant step in authorizing MECC as an in district charter school; in July Texas Education Agency (TEA) affirmed that step in its designation of MECC as the first in district charter school for infants, toddlers and PreK3 students in the state; TEA took another enormous step in awarding GISD the only 2018/19 implementation grant for SB 1882 partnerships.

The State of Texas, GISD, private philanthropy, MECC staff and volunteers, and most importantly the families who are enrolling their little ones at MECC have a vital interest in making certain that MECC is delivering on its promise to give Galveston children the opportunity to soar. MECC assesses a student when the child is enrolled; working with the family, MECC plans a development pathway for each child, regularly assesses progress along that pathway, makes adjustments where needed and ultimately delivers to GISD a little learner who is ready for his or her next educational challenge. Right now, that delivery point is the doors of PreK4 classrooms. However, it would be beneficial in assessing the effectiveness of early education if MECC could retain a cohort of students who

started with us before entering PreK3 and make the delivery point the doors of GISD kindergarten. If one of the most reliable measures of reading on grade level in third grade is entering kindergarten "ready to learn", MECC would like the chance to graduate a set of students who would be assessed at that point and then tracked as they move through the Galveston public schools.

Beginning in the 2019/20 school year, we will have the opportunity to create a classroom of students who have been attending MECC since they were well under the age of two. Their families would like them to stay at MECC for PreK4 and our staff is eager to take on this new challenge.

MECC is seeking GISD's permission to create one PreK4 classroom at MECC beginning in the upcoming school year. If you have any questions, please contact Karin Miller, MECC's Executive Director, or me. We appreciate the District's consideration of this request.

Sincerely,

  
Betty Massey  
President

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