

# Partnerships 4 Families

## FY2019 Calendar of Events

<b>July 2018</b>	<b>August 2018</b>
<ul style="list-style-type: none"> <li>• Release newsletter</li> <li>• New fiscal year begins-finalize any contracts remaining</li> <li>• Set up new financial worksheet, binders etc.,</li> <li>• Meet with fiscal agent to establish codes, reports etc.</li> <li>• July 15, 2018 4th Quarter state financial report due</li> <li>• Early Childhood Task Force yearly schedule</li> <li>• <b>July 20, 2018 – Board meeting</b> <ul style="list-style-type: none"> <li>○ Welcome new members/Board Matrix Update</li> <li>○ Area Directors performance evaluation &amp; PD Plan</li> <li>○ Performance Evaluation of Board &amp; PD Plan</li> <li>○ Election of Officers If not done in June</li> <li>○ Annual Calendar of Events</li> <li>○ Finalize any contracts for new year</li> </ul> </li> <li>• Provider vouchers due 10<sup>th</sup> of the Month</li> </ul> <p><b>State/Area Meetings</b> Webinar July 10<sup>th</sup> 9:00 to 10:30 Walk Through of Tools</p>	<ul style="list-style-type: none"> <li>• Release newsletter</li> <li>• Provider vouchers due 10<sup>th</sup> of the Month</li> <li>• <b>No Board meeting per By-Laws</b></li> <li>• Close out previous year</li> <li>• Prepare Annual Report</li> <li>• Updating of P4F Policies &amp; Procedures</li> </ul> <p><b>State/Area Meetings</b> None</p>
<b>September 2018</b>	<b>October 2018</b>
<ul style="list-style-type: none"> <li>• Release newsletter</li> <li>• Provider vouchers due 10<sup>th</sup> of the Month</li> <li>• September 15, 2018– Annual Report due to State ECI</li> <li>• <b>September 21, 2018 – Board meeting</b> <ul style="list-style-type: none"> <li>○ Approve state annual report</li> <li>○ Approve state financial statement</li> <li>○ Allocate remaining carry forward</li> <li>○ Annual Review of By-Laws</li> <li>○ Annual Review of Community Plan Priorities (July)</li> </ul> </li> </ul> <p><b>State/Area Meetings</b></p> <ul style="list-style-type: none"> <li>○ ECI State Board meeting September 7, 2018</li> <li>○ ECI Stakeholders Alliance September 11, 2018 AM</li> <li>○ ECI Webinar September 12, 2018 9:00 AM</li> </ul>	<ul style="list-style-type: none"> <li>• Release newsletter</li> <li>• Provider vouchers due 10<sup>th</sup> of the Month</li> <li>• <b>October 19, 2018 – Board will not met unless action is required on business</b></li> </ul> <p><i>Early Childhood Task Force Meetings</i></p> <ul style="list-style-type: none"> <li>◆Audubon County October 23, 2018 4:00 PM ISU Extension</li> <li>◆Carroll County October 24, 2018 1:00 PM FRC</li> <li>◆Greene County October 17, 2018 1:00 PM ISU Extension</li> <li>◆Guthrie County October 16, 2018 4:00 PM ISU Extension</li> </ul> <p><b>State/Area Meetings</b> Iowa Early Childhood Summit October 3, 2018 ECI Area Directors Meeting October 10, 2018 All Day</p>
<b>November 2018</b>	<b>December 2018</b>
<ul style="list-style-type: none"> <li>• Release newsletter</li> <li>• Provider vouchers due 10<sup>th</sup> of the Month</li> <li>• Audit</li> <li>• <b>November 16, 2018 – Board meeting</b> <ul style="list-style-type: none"> <li>○ Notes of ECI State Meeting Shared</li> <li>○ Annual Review of P4F Policy &amp; Procedures</li> <li>○ Preschool Focus</li> <li>○ Needs Assessment for 2020</li> <li>○ Proposed Performance Measurers/Comp</li> </ul> </li> </ul> <p><b>State/Area Meetings</b></p> <ul style="list-style-type: none"> <li>• ECI State Board meeting November 8, 2018</li> <li>• Western Iowa ECI AD November 2018</li> </ul>	<ul style="list-style-type: none"> <li>• Release newsletter</li> <li>• Provider vouchers due 10<sup>th</sup> of the Month</li> <li>• <b>No Board Meeting Per By-Laws</b></li> <li>• Audit</li> </ul> <p><b>State/Area Meetings</b></p> <ul style="list-style-type: none"> <li>• ECI Stakeholders Alliance December 11, 2018</li> <li>• ECI Area Directors December 5, 2018</li> </ul>

<b>January 2019</b>	<b>February 2019</b>
<ul style="list-style-type: none"> <li>• Release newsletter</li> <li>• Provider vouchers due 10<sup>th</sup> of the Month</li> <li>• Contract Monitoring Jan-March</li> <li>• January 15, 2019 – 2<sup>nd</sup> quarter State ECI financial report due</li> <li>• January 15, 2019 – Program reports due</li> <li>• <b>January 18, 2019 – Board meeting</b> <ul style="list-style-type: none"> <li>○ Conflict of Interest &amp; Ethic Statement</li> <li>○ Contract Monitoring Schedule</li> <li>○ Child Care Focus</li> </ul> </li> </ul> <p><b>State/Area Meetings</b></p> <ul style="list-style-type: none"> <li>• Early Childhood Day on the Hill January 17,2019</li> </ul>	<ul style="list-style-type: none"> <li>• Release newsletter</li> <li>• Provider vouchers due 10<sup>th</sup> of the Month</li> <li>• Contract Monitoring Jan-March</li> <li>• <b>February 15 2019 – Board meeting</b> <ul style="list-style-type: none"> <li>○ HOPES Presentation</li> <li>○ Legislative priorities and action</li> <li>○ Annual review of program performance measures</li> <li>○ Annual Review of indicators</li> <li>○ Board member terms (recruitment)</li> <li>○ Annual Review of P4F Policy &amp; Procedures</li> <li>○ Legislative action</li> <li>○ RFP Released</li> </ul> </li> </ul> <p><b>State/Area Meetings</b></p> <ul style="list-style-type: none"> <li>• TBA</li> </ul>
<b>March 2019</b>	<b>April 2019</b>
<ul style="list-style-type: none"> <li>• Release newsletter</li> <li>• Provider vouchers due 10<sup>th</sup> of the Month</li> <li>• <b>March 15, 2019 –</b></li> <li>• Release FY2019 Request for renewal</li> </ul> <p><i>Early Childhood Task Force Meetings</i></p> <ul style="list-style-type: none"> <li>◆Audubon County March 18, 2019 4:00 PM ISU Extension</li> <li>◆Carroll County March 20, 2019 1:30 PM FRC</li> <li>◆Greene County March 27, 2019 1:00 PM ISU Extension</li> <li>◆Guthrie County March 26, 2019 4:00 PM ISU Extension</li> </ul> <p><b>State/Area Meetings</b></p> <ul style="list-style-type: none"> <li>• TBA</li> </ul>	<ul style="list-style-type: none"> <li>• Release newsletter</li> <li>• Provider vouchers due 10<sup>th</sup> of the Month</li> <li>• <b>April 19, 2019 – Board meeting Possible Cancel due to Easter</b> <ul style="list-style-type: none"> <li>○ Complete any required items neglected</li> <li>○</li> </ul> </li> <li>• April 20, 2019 – 3<sup>rd</sup> quarter reports due</li> <li>• FY2019 Request for Renewals due or in May</li> </ul> <p><b>State/Area Meetings</b></p> <ul style="list-style-type: none"> <li>• TBA</li> </ul>
<b>May 2019</b>	<b>June 2019</b>
<ul style="list-style-type: none"> <li>• Release newsletter</li> <li>• Provider vouchers due 10<sup>th</sup> of the Month</li> <li>• FY2019 Request for Renewals due</li> <li>• <b>May 17, 2019 – Board Meeting</b> <ul style="list-style-type: none"> <li>○ FY18 Funding recommendations</li> </ul> </li> </ul> <p><b>State/Area Meetings</b></p> <ul style="list-style-type: none"> <li>• TBA</li> </ul>	<ul style="list-style-type: none"> <li>• Release newsletter</li> <li>• Provider vouchers due 10<sup>th</sup> of the Month</li> <li>• Issue contracts</li> <li>• Submit annual budget by July 15</li> <li>• <b>June 21, 2019 – Board meeting</b> <ul style="list-style-type: none"> <li>○ Finalize FY18 funding</li> <li>○ Board Rotation</li> <li>○ Possible Election of Officers</li> </ul> </li> </ul> <p><b>State/Area Meetings</b></p> <ul style="list-style-type: none"> <li>• TBA</li> </ul>