

# REGION VII HEAD START ASSOCIATION

The Region VII Head Start Association promotes and supports the effectiveness of Head Start Associations and members to ensure quality services for children and families.



## Region VII Head Start Association Board of Directors Meeting Argosy Hotel & Spa, Riverside, MO

Monday, October 20, 2008

Present/Participating  
See sign-in sheet

### Others Present

Donna Veatch, R7HSA ED

April Noe, DVG

Lois Butler, NE

Deb Ross, NE

Donna Hudson-Hamilton, KS

### Absent/Not-Participating

See sign-in sheet

### Roll Call and Welcome

- Kay Mitchell, R7HSA President, called the meeting to order. Participants shared thoughts on being grateful.

### Hot Topic

R7HSA Impact Survey Report was reviewed by the Board. Comments were heard and recorded from the Board regarding the report. Pertinent information from the report as well as input from the Board will be shared with the Regional Office and Office of Head Start as applicable.

### TA Report: Linda Benoit, ICF International, Region VII TA System reporting

- ICF International was recently awarded the contract for the State-Based TA System in all four states. Each state will have an office based in the state and will report directly to the Regional Office. A goal of the new system is to foster collaboration with existing entities (Collaboration Offices, State Associations, etc.) and to work together to meet the training needs of grantees.
- Update on MAP: The Face to Face Session is scheduled for November 18 – 21, 2008. Pat Brown, OHS has reviewed the overview of the two year agenda and topics that will be introduced at the first session of MAP. Ms. Brown made several suggestions regarding content. Those suggestions which included adding more information about Risk Assessment will be incorporated into the overall content of MAP. Ms. Brown also asked that the Association track progress of participants in their growth and sustainability in their positions.

### Partner Reports

- State Association and Head Start State Collaboration Office Reports

*Due to time constraints, all reports are submitted in written format*

Iowa Head Start Association, Gregg Cummings reporting \*

- Activities for 2008 were reported and included:
- IHSA offered fourteen networking sessions with 443 people in attendance collectively with all grantees participating at some time during the year
- IHSA offered three training events during the year and hosted a director's summit in Kansas City
- Seventeen of eighteen grantees were represented in at least one of the events that occurred to date in 2008
- IHSA offered a parent leadership conference with ninety-plus in attendance
- IHSA was able to offer CEUs for networking and training sessions for a minimal cost to participants
- Partnerships between Pre-K and Head Start have been very effective with intake of all pre-school age eligible children taken by Head Start. Tri-County Child & Family Development Council (EHS) IA could serve as a model on this system for the Region

Kansas Head Start Association: Mary Baskett reporting \*

- A staff vacancy for the Collaboration Office is still open. Due to a revised job description, SRS is reissuing the position announcement. The deadline for applications under the new position opening will be released in the very near future
- Plans for the fall conference are well underway

Missouri Head Start State Collaboration Office: Stacey Owsley and Carolyn Stemmons reporting \*

- MHSSCO is in the process of defining where the collaboration office “fits” in reauthorization regarding the existing system. Reauthorization language references that state collaboration offices will use a more intentional approach/effort to work with HS grantees across the state. MHSSCO in partnership with MHSA recently released a comprehensive needs assessment survey. To date, twenty-two grantees have responded to the survey. The MHSSCO five-year strategic plan will build on issues identified in the survey. The strategic plan will be completed and submitted to the Regional Office and Office of Head Start as required in early February
- Work continues on the statewide Memorandum of Understanding regarding entities that support working and serving children with disabilities. One outcome of the statewide MOU is in the context of supporting pregnant women and children birth to five, along with a tool for programs to use in evaluating their own MOUs and early education partnerships. The Disabilities Workgroup is nearing completion of the revision process
- MHSSCO in partnership with MHSA, DESE, and Region VII TA system, joined together to participate in area partnership meetings around LEA partnerships and key provisions articulated in the HS Act

Missouri Head Start Association: Linda Bleything reporting \*

- Coordination and collaboration of state offices at the local level continues to evolve.
- The second annual Early Childhood Summit is scheduled for November 13<sup>th</sup> -14<sup>th</sup>. This effort is a partnership between MHSA and AEYC-MO. Stacie Goffin, author of *Ready or Not: Leadership Choices in Early Care and Education* and Robert Meyer, training consultant will be featured keynote speakers at the event
- Nebraska Head Start\*
  - The recently revised NeHSA Annual Report was shared with attendees
  - In an effort to ensure conference participation, NeHSA will award five free registrations to each grantee for the next two years
  - The NeHSA Board of Directors recently approved the updated Strategic Plan
  - A large number turned out for the statewide “Step Up for Kids Rally”

Nebraska Head start State Collaboration Office: Eleanor Kirkland reporting \*

- NE needs assessment survey will be released November 1<sup>st</sup> and remain open through November 20<sup>th</sup> Analysis of data is scheduled to begin in December with the NeHSSCO strategic plan being submitted in March as required
- The first of a three part phase of Positive Behavior Support training has been initiated
- Head Start and Pre-K Partnerships continue to move forward. Supplemental funds received in the past were used to establish a system which continues to build and support strong collaboration. The RFP for state-funded early childhood grant programs will be released soon
- HS Oral Health: Maternal Child Health facilitated training through a State Access Workshop. HS representation and follow-up funds were awarded through ASTDT for this effort

Executive Director Report (\*)

- Directors Caucus registration is at full capacity
- MAP training is set and will be launched in November
- Leadership Conference: Conference session proposals are posted on the web and being received
- Board Source materials have been received and were placed on display for Board review
- Annual financial review was distributed to members
- Foundations of Support™ New support for 2008 was the distribution of the four state Voter Registration and Engagement Packet
- Public Policy – distributed impact survey for review and input by Board members
- Ms. Veatch reported that the Fathers for Life grant was not awarded; only reason for lack of funding the grant was regarding the lack of dialogue around materials that would be used/disseminated in Spanish. The grant proposal will be resubmitted with additional language if the opportunity for IIP grants is available again in the future

- No action items were identified
- Step Up for Kids Rally in KC on Sept. 16 was very poorly attended – approximately only 49 folks participated and of those a great majority were staff of Every Child Matters and Partnership for MO Children
- Ms. Veatch reported that she recently met with Learfield Communications and KMBC (Channel 5 News) on marketing/media to promote the advocacy efforts of R7HSA. Both organizations are going to review what services they could if any present to the association. There is a cost with services from both organizations

#### NHSA Representative Report: Sue Obermiller and Donna Veatch, Reporting

- Office of Head Start reported at the opening session of the Institute
- 2009 Monitoring Protocol has been released. Approximately 500 reviews are scheduled for the upcoming year. Out of the 500 scheduled reviews, thirty will be led by non-feds
- Picturing America will kick-off on day 1 of the Dual Language Learners Institute
- CLASS Tool will be used during reviews (teacher/child interaction piece). It is recommended that you attend the training which will be offered regionally. (CLASS is considered optional but will be tied to monitoring) CLASS goes into effect in 2010
- Converting HS to EHS slots – a draft regulation is tentatively scheduled to be released in December
- Recompensation regulations should be ready for release in December
- Board of Directors/Policy Council relationships – guidance/clarification will soon be released regarding authority/ decision making, etc.
- Hill Visits were incorporated into the DC stay. Congresswoman Loretta Sanchez, CA spoke during the event. Ms. Sanchez is a past HS parent and strong HS advocate. A total of five legislators spoke at the NHSA event
- The Board Meeting was held on Friday. A draft of the minutes is available on the NHSA website. Ted Waters, Attorney for NHSA presented and conducted the first board orientation for Board members
- An updated NHSA membership list was distributed
- Met with Isaacson & Miller, the search firm who will be assisting with the Executive Director position; a seven member Ad-Hoc committee will be conducting the search with two members from R7HSA sitting on that committee. A timeline will be developed regarding the process of interviewing and filling the position
- Donna Veatch is currently serving as the interim chair for the NHSA Membership/Resource Development committee. During Board business, a motion was approved that this committee will now have input into the professional development system of NHSA
- The NHSA Governmental Affairs Division is estimating that 1.3 Billion is what HS needs in dollars to provide comprehensive services
- Currently, HS is operating with a Continuing Resolution which keeps HS at the same funding level through March

#### Business Meeting

The Business meeting called to order by Kay Mitchell, KS President. *Motion by Sue Fitzpatrick, MO and second by Linda Broyles, KS to accept the agenda as presented. Motion carried. Sue Obermiller, NE moved, Sue Fitzpatrick, MO second to accept the minutes as presented. Motion carried.*

#### Financial Report

Kim Young-Kent, IA reported that the outstanding invoices are right on target. Some uncollected funds are due in part to programs cancelling registrations and not acknowledging the cancellation policy/procedure. *Kim Young Kent, IA moved, Sue Obermiller, NE second to approve the financial report as presented. Motion Carried.*

#### Unfinished Business

- NHSA Representatives – At the August meeting R7HSA voted to continue to support the four current NHSA Representatives until June 30, 2009 in order to stay in alignment with NHSA's Board Structure and calendar year. New NHSA Representatives would be seated July 1 to coincide with the NHSA year. Between December and July the current representatives will mentor the incoming representatives. The Policies and Procedures will be revised to reflect this change. *Kim Young-Kent, IA moved to elect two of the four NHSA representatives, Parent and Staff, in December 2008 with their term to begin July 1, 2009. Second by Jim Chisham, KS. Motion carried.*

#### Fall Committee Reports (\*)

#### Professional Development

- Conference Update
- Coordinated Training Think Tank is scheduled for November 3<sup>rd</sup>

#### Executive Committee

- Updated the Strategic Plan
- Will invest MAP funds in a no-risk account

#### Advocacy Committee

- Will meet in November

#### Partnership Committee

- Scored and selected Parent Awards

Recommendation from Linda Broyles, KS to hold award announcements to recipients to insure program directors get the information first

#### New Business

- Committee Assignments – all Board members are expected to serve on a committee. Committee descriptions and purposes were reviewed to inform and enable new members in deciding on committee selection. Please note the following committee selections for email announcements of committee meetings: Tracey – Professional Development, Nicole – Advocacy, Tina – Professional Development, Kesha – (whichever needs people), Linda Broyles – (whichever needs people)

#### R7HSA Report to NHSA

- Continued partnership at the national level with Congress and the Office of Head Start
- Provide input and a plan regarding the transition of HS and the appointment of the new Director of Head Start from NHSA directly to Health & Human Services, ACF
- Consider including a member of the Office of Head Start (OHS) to be involved in the selection of the new NHSA CEO/Executive Director

Meeting was adjourned for break & discussion.

At 2:30 pm, the meeting resumed for the annual four state Strategic Planning Session. State Associations were given an opportunity to present a brief overview of their respective strategic plans. A power point presentation of the Region VII Head Start Association Strategic Plan was reviewed. Board input regarding the plan to ensure it was reflective of the RVII vision and mission as well as alignment with the state plans was reviewed. Changes were made to the plan throughout the presentation. The following items were changed regarding outcomes #2 #3 & #4 of the plan:

Outcome 2: R7HSA is financially Healthy and responsive to the needs of member associations

Outcome 3: R7HSA is a model of innovation and best practices to support the four State Head Start Associations

Outcome 4: Public policy positively impacts Head Start and all other children and families

*Kim Young-Kent, IA moved to make changes to Outcomes/Strategic Plan. Second made by Kesha Curry, IA. Motion carried.* Further review of the plan will be done in the work of committees. Each committee will review the goals and strategies under respective outcomes. The fully revised plan will be presented to the Board for final approval/adoption at the January meeting.

Meeting adjourned by Kay Mitchell, R7HSA President.

\* denotes written report on file