

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

Monday, March 10, 2008

Present/Participating

Kim Young Kent, IA Director
Linda Broyles, KS Director
Kristen Donze, MO Parent **
Steph Knust, NE Staff
Tara Goering, KS Parent

Kay Mitchell, KS Staff
Karen Marsh, MO Friend
Sue Obermiller, NE Director **
Sue Fitzpatrick, MO Staff
Glenda White, MO Director

Others Present

Donna Veatch, R7HSA ED
Linda Benoit, Region VII TA
Tom Rendon, IA HSSCO

April Noe, DVG
Eleanor Kirkland, NE HSSCO
Lynda Bitner, ACF Regional Office

Absent/Not-Participating

Amber Knapp, IA Parent
Joe Hultquist, NE Friend

Jim Chisham, KS Friend
Larry Little, IA Staff

Roll Call and Welcome

- Kay Mitchell, R7HSA President, called the meeting to order.

NHSA Update/Rep Report

- The recent Blue Ribbon Panel report is being reviewed and NHSA by-laws are in the process of being updated
- Reauthorization information is available online and provided by NHSA Attorney, Ted Waters
- Membership roster/update is being updated

Hot Topic: Head Start Reauthorization (Update) and the Future of the Head Start Program

- Linda Broyles, KS Director Representative shared information based on recent trips to Washington, DC. Ms. Broyles was part of a KS delegation that went to DC to share information with legislators regarding Community Services Block Grant & Head Start. While in DC, Ms. Broyles visited with Pat Brown, Acting Director of the Office of Head Start. As a result of that meeting, Linda was invited back to DC to serve on an OHS Performance Standards workgroup and review the disabilities section. Ms. Broyles will be attending a follow-up meeting with the Performance Standards workgroup and will send notes, etc. to Donna Veatch to share with the Region VII Board of Directors.

Partner Reports

- Regional Office
Lynda Bitner, Acting Program Manager reporting

- Ms. Bitner reported that the latest GAO report was not favorable regarding the Head Start Program. Ms. Bitner went on to explain that if the report had been released three weeks later, the announcement regarding the national launch of the Risk Assessment process would have already occurred. The Risk Assessment process which was first launched in Region VII will be used nationally beginning April 1st. Fiscal oversight is a huge factor in the Risk Assessment process and will serve to strengthen the internal controls of local programs. The Risk Assessment process also assists in identifying potential internal and external risks.
- Currently, there is consensus that the Program Information Report is flawed as all reported data is not accurate. However, until a new system or changes are made, the PIR will be the process used to report Head Start information.

- Grant applications are now due 90 days prior to the final application due date. This is a change from 60 days.
- Regarding: Program enrollment cannot fall below 97% and remain at that level for two months or programs will be in jeopardy of losing funding.
- ICF/TA Network
 - Linda Benoit, TA Acting Program Manager reporting
 - Update on I Am Moving I Am Learning training. Twenty grantees participated in the Regional roll-out. Region VII will be appointing a Train the Trainers Team which will attend a national training in VA later in May of 2008. This team will be available to provide training at the local level. More details regarding the role and response of the team will be shared after the May training.
 - Management Acceleration Program Update: The first draft of the trainer's guide is ready for formal review. The draft includes the two year agenda with key points for each session as well as protocols for TA follow-up.
 - Ms. Benoit stressed that the TA office is there to assist local programs and strive to meet technical needs. Those present were encouraged to take the message back to the local level and ask programs to share their concerns, ideas, etc. with Linda.
 - The TA fiscal position remains open with interviews scheduled for this Friday.
- State Association and Head Start State Collaboration Office Reports
 - Iowa Head Start *
 - Kim Young-Kent, IA Head Start Association presented an oral report
 - IAHSA no longer has an Executive Director; Delora Jesperson-Hade tendered her resignation effective February 29th. IAHSA is looking at ways to make the position more sustainable. Currently Kim Young-Kent's agency is serving as the point of contact for services for IAHSA until a decision is made and a new person is hired.
 - Ms. Young-Kent thanked Region VIIHSA for the GoToMeeting service and shared that Iowa continues to be utilize this service often.
 - It was reported that sixty-four districts are providing Pre-K services through the state grant process. Additional districts are applying for grants in the upcoming year.
 - Professional Development calendar is posted on the web site. Networking sessions are occurring monthly.
 - The Iowa "Day on the Hill" event was a success although weather was a factor.
 - IA currently has a friend vacancy on the Regional Board. Efforts are being made to fill that slot.
 - Inclement weather this year as created an Issue regarding missed school days. It was reported that one classroom has missed 17 school days to date.
 - Tom Rendon, IA Head Start State Collaboration Office presented an oral report
 - Tom shared work in Iowa regarding the Comprehensive Early Childhood Development System and Professional Development System. Clear educational pathways need to be in place and a working relationship with T.E.A.C.H.

Kansas Head Start *

- Representatives from KHSA and KS HSSCO were not in attendance.

Missouri Head Start *

- Written reports were sent to Board members prior to the meeting

Nebraska Head Start *

- Written reports were sent to Board members prior to the meeting
- Challa Trew is no longer a representative to the Board – a new parent rep will be elected in April

Executive Director Report (*)

- Region VIIHSA is requesting training topics that could be offered from a regional approach via webinar, etc.
- The current list of services/ Foundations of Support were reviewed and shared with the Board of Directors. Currently, 14 support services have been identified. This information will be available in the annual report this year, space permitting.

- Wednesday evening, May 14th, the R7HSA will host a reception for RO, TA, R7 Board, State Association Boards, state Collaboration Offices and special invitees. The reception will be held in the Presidential suite of the Westin Crown Center Hotel.

Business Meeting

The Business meeting called to order by Kay Mitchell, Ks, President. *Kristen Donze, MO moved to accept the agenda with the addition of Friend Rep. Motion carried.* Correction to January Minutes: Next NHA Parent Leadership Conference will be in **December** 2008. *Kim Young-Kent, IA moves to approve minutes as corrected. Sue Obermiller, NE second. Motion carried.*

Financial Report

Financial report was presented by Donna Veatch, R7HSA; Kim Young-Kent, IA, Treasurer. April Noe, DVG presented a brief overview of QuickBooks on-line. There was discussion regarding providing outstanding invoice information to RO and TA staff. However, the consensus was that Region VIIHSA does not want to be perceived as a monitoring entity; therefore this action did not advance. There was discussion regarding future training to the Board on reading and understanding financial statements, etc. Ms. Veatch will look into a potential training resource for this effort. *Kim Young-Kent, IA moved to approve financial reports as presented. Motion carried. Kim Young-Kent, IA moved to notify programs listed in the AR (outstanding) report that they must pay outstanding balance prior to attending future regional events. Programs will be notified and invoiced in an effort to pay registration fees in advance of all future events. Sue Obermiller, NE second. Yea = 7 Nay =1 Motion carried.*

Unfinished Business

Appointment of Friend Rep to NHA: Discussion was heard regarding the recruitment of friend representatives in alternate places i.e. AVEC, other state, regional or national organizations (school boards, dual language learners, migrant organizations, etc.) that also serve children & families.

Winter Committee Reports (*)

Professional Development

Review of conference session grid

Executive Committee

March Board meeting agenda was reviewed.

NHA information was discussed and upcoming national Board Meeting.

Partnership Committee

A review of the regional award process and state participation was conducted. It was noted that Region VII did see an increase in the number of entries submitted for 2008.

Advocacy

Advocacy committee did not meet formally this past month.

New Business

- The Board met in executive session to review the evaluation of the Executive Director. *A motion to approve Donna Veatch's evaluation was brought by Kim Young-Kent, IA and second by Sue Obermiller, NE. Motion carried. Linda Broyles, KS abstained.*
- *Sue Obermiller, NE moved to offer a 5% increase to the current contract for the salary of the Executive Director. The increase would be considered effective January 1, 2008. Second Steph Knust, NE. Motion carried. Linda Broyles abstained.*
- *Tara Goering, KS moved to set a performance work group for the purpose of creating a performance system for the contract position. The task force will bring a recommendation to the Board no later than May 18th meeting. Glenda White, MO second. Motion carried.* Task force committee members will be; Glenda White, MO, Tara Goering, KS & Kim Young-Kent, IA. The committee will set a meeting date to further discuss this initiative.

R7HSA Report to NHA

- No report will be submitted to NHA for the May meeting. NHA is currently doing a lot of restructuring. Kay Mitchell adjourned the meeting.

* denotes written report on file