

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 Minutes October 19, 2009 Argosy Hotel & Spa-Riverside, MO

Opening:

Linda Broyles, KS, Board President welcomed the Board and guests at 9:00 am CT. Roll call and introductions followed. Sympathy was expressed to Linda Benoit, GPSS in the recent loss of her father.

Present/Participating

Linda Broyles, KS Director
Linda Bleything, MO Director
Tina Cummins, NE Staff
Erica Hinton, MO Staff
Tracey Mavis, IA Staff
Nicole Boatright, KS Parent (pending)
Jim Chisham, KS Friend

Sue Obermiller, NE Director
Kesha Curry, IA Parent
Rita Gedney, KS Staff
Pam LaFrenz, MO Friend

Others Present

Tressa Roecker, ACF-RO
Donna Veatch, R7HSA ED
Mary Baskett, KS
Carrie Hastings, KS
Cathy Swackhamer, IA State-Based TA
Shari Fleshman, MO State-Based TA

Deb Ross, NeHSA
Penny Lingle, IHSA
Gregg Cummings, IHSA
Eleanor Kirkland, NE-HSSCO
Tina Bernskoetter, MHSA

Absent/Not-Participating

Charita Henderson, MO Parent
Kim Young-Kent, IA Director
LeBriesha Hudson, NE Parent
Stacey Owsley, MO-HSSCO

Hot Topic: Center's for Excellence in Early Childhood:

Referencing ACF-IM-HS-09-07:

- Section 657B of the Head Start Act authorizes Centers of Excellence in Early Childhood to recognize programs of exceptional quality that can serve as exemplary models for other programs. The Centers of Excellence program has been allocated \$2 million as part of Head Start's FY 2009 appropriation [Public Law 111-8]. This Memorandum introduces the Centers of Excellence and explains how a Head Start or Early Head Start grantee will be able to apply for this designation.
- The Centers of Excellence program will recognize Head Start and Early Head Start grantees that are performing at the highest levels of quality. Excellent and effective programs are those that have achieved and are actively building upon full compliance with the Program Performance Standards. These are programs that are implementing comprehensive, innovative and targeted approaches to enhance program services. Such programs are

producing positive, measurable outcomes for children's school success; families supporting children's learning, and increased staff competency.

- The recognized Centers will provide all Head Start programs and other early childhood organizations opportunities to benefit from the practices that guided them on a path to excellence. Programs receiving Centers of Excellence grants will be required to use at least 15 percent of the funds to disseminate best practices

Additional Dialogue:

NE: input was requested from Head Start programs for use in the selection process

Criteria to be disseminated from the Department of Education and Collaboration Office—grantees must submit letter by November 15th. Governor will send out the final criteria regarding the pre-application process

NeHSA continues to stress that the criteria not be developed without Head Start input into the final criteria that will be used for determination in the application process

KS: It is the understanding that Collaboration Directors will be involved in process and are working on some of the criteria for selection

MO: DSS requested info regarding the process—Governor has to submit names by December 1st regarding the pre-application process

Hot Topic dialogue shifts to: Reporting of ARRA funding

It was reported that each state received some funding for reporting ARRA funds through respective state CAP Associations

Mary Baskett, KS stated that she cannot find the amount that clearly states what was allocated/awarded to Head Start

Regional Office is now in the process of "correction" with 10/20/09 marking the end of the correction period

All programs that needed to make corrections in applications have been notified

The random date of certification of funds is through OHS

Tracey Mavis, IA stated that WIPFLI /Howard Gesbeck has a nice flow chart regarding reporting

Pam LaFrenz, MO reported that there will be a mini-meeting in MO with communication as the focus –Ms. LaFrenz will share with other states information regarding efforts on how to collect information/data on ARRA reporting—this meeting is supported through CSBG funding from HHS Ms LaFrenz also stated that depending on which department director you are speaking to may dictate what their reporting requirements are

It was also noted that during this reporting phase, The Davis- Bacon Act will be highly monitored for reporting accuracy

Regional Office comments:

Head Start expansion announcements are complete. OHS will send letters to agencies who were not awarded monies. Region VII will realize fourteen new expansion grants serving 536 children across the region. Regarding Early Head Start expansion-this process is not finalized to date.

Grantees have been told that they are under consideration. Current information from OHS states that there will be 2079 new EHS slots for pregnant moms and infants. This process has taken much longer than first anticipated.

Hot Topic dialogue shifts to: Part B/ Part C

Iowa: Tom Rendon reporting:

- Trying to align with Child Find and prepare programs to be more responsive –expect higher threshold of identification
- Need to revisit MOUs-seeing increase in reverse integration—continue to ask the question- Is it best for the child?
- It is getting easier to get the child into the system and ultimately evaluated however, the

child's needs could possibly get met through general intervention with no need for IEP?

NE: reporting:

- State level MOU in place
- New funding for Part B & C from state reserve funds
- Seeing a shift from self-contained services
- Additional Training and Technical Assistance needed to support staff working with children with disabilities
- NE challenge: meeting the 10% requirement for EHS
- Concerned that EHS expansion could increase this challenge

KS: Rita Gedney commenting:

- Alarming that self-contained classrooms are being considered-not what IDEA intended
- Seeing a lack of preparedness for early childhood special education staff in working in the real world with special needs children
- Difficult to find qualified teachers in this field—change in endorsement may or may not be the answer-High concern

Regional Office Report

Tressa Roecker reporting

- Currently serving as Risk Management Lead for RO
- Re: ARRA/Expansion funding, see comments in the Hot Topic section of this document
 - Nationally only four grantees opted out ARRA funding due to COLA and other requirements---Overall 1553 grantees--received funding
- Process of implementing H1N1 Flu reporting process-regarding any interruptions in services, etc.
 - Programs should notify their Regional Office Program Specialist if an interruption should occur. A lot of centers are closing due to staff and child illnesses. Please report and explain what steps are being planned to recover. RO is compiling info and sending to DHH. This is a nationwide concern
 - This pandemic should be considered an emergency
 - Policies and procedures should be in place just as a program would plan and prepare for any type of emergency
 - In some locations, Federal Qualified Health Centers are completing vaccinations on site

Regarding staffing at ACF:

- Allowed to hire new staff-through a new process of hiring, result: -two federal career interns have been hired:
 - Beth Cox, former contractor and new to the Regional Office: LaTrese Davis, formally with MARC program and two new program people from contract side; one of the positions has been filled with Mustofa El-Scari who comes to the RO with a Head Start background. Currently there is one more program specialist position open
 - Grant side—allowed to hire additional staff—two federal positions hired in this capacity
 - Two new contractors will begin at the RO
 - Nadine Roth—Grants Manager will oversee the grant side of the office
- Anticipate some grant assignment changes due to the change in staffing- more program specialist should result in smaller caseloads
 - Pat Brown will return to Regional Office in November and will serve as the Regional Administrator for Region VII with emergency response as one of her main responsibilities; her office will also be the point of contact for all ACF initiatives

- This position will not include any oversight of HS; Renee Perthuis of OHS will continue to oversee RO Program Managers
 - Hiring note—OHS is hiring in DC---adding staff
 - New OHS Director—Yvette Sanchez-Fuentes
 - Nancy Tailby-Topping, Massachusetts Head Start Association—appointed in an interim position by Ms. Sanchez
- Regarding monitoring; Ann Johnson will bring a full report on the area of monitoring and CLASS at the Director’s Caucus:
 - In brief:
 - 2010 monitoring year starts this month—26 triennial reviews will take place in Region VII
 - Not sure about Customized Reviews (reduced team size with information for review by selected areas determined by Risk Management, etc. CLASS is being implemented into every review –supplements the process and will not reflect compliance or non-compliance at this time---may eventually become part of monitoring in the future
 - Ms. Johnson will talk about the 100 new TA staff being trained in CLASS; for the upcoming year CLASS is only for HS and not EHS
 - All Education Reviewers are being trained in CLASS—ECD—reliability level—
 - Expansion Grant programs have to be reviewed at the end of the first operating year
 - Monitoring Protocols came out last week---not a lot of significant changes; interview processes changed slightly; questions asked differently—fiscal hit harder – accountability #1 issue
- Risk Management Update-focus on areas of Risk—
 - All 2010 grants have increased T&TA money—encouraged to talk to programs regarding the use of outside consultants, etc. in addition to GPSS staff---focus on your RISK and utilize qualified consultants
 - 120 Risk Meetings completed this past year—other partners are now being invited to meetings, etc. Partners and Collaboration Offices
- Continuation Applications—letter that explains any changes in the Continuation Grant process---OHS pilot last year---**Head Start Enterprise System**—electronic uploading process---GABI, etc.
 - Continuation Grant---One document that explains financial aspects of how your program is going to operate –far more expectation on accountability connected to the grant
 - Continuity of expectations in what is expected in the grant application---consistency in guidelines, etc.—Pre-Application Risk Meeting
- Plans are underway for a potential winter conference with the Regional Office providing training with a focus on grant writing—some money provided with the new TA monies

TA System Report (*)

Shari Fleshman, State-Based TA reporting

- Communication and consistency—big focus of the system. The State-Based contract is now in the second year—looking at annual reports to see where we are, etc. Nancy Schwachter, ICF is now overseeing the TA work in Region VII (Direct Report for state-based program managers)
- GPSS contracts are now in place (same contractor as state-based-ICF) for Region VII

TA priorities

1. Monitoring Process
2. EHS Expansion

3. Degree and credentialing requirements
 4. ED Coordinators included
 5. Pre-School Practices
 6. CLASS
 7. Homeless Children and Families
 8. Health and Safety—CAN Child Abuse and Neglect Prevention
 9. Emergency Preparedness
 10. Collaboration and Coordination of phase I and phase II
- Continuing to further clarify the roles of GPSS and State-Based TA
 - American Indian –Migrant Seasonal Head Start—(AIAN –Nancy Schwachter, ICF also oversees area/contract of the TA side) Helpful assistance is offered to programs who are not currently serving AIAN programs
 - Each TA staff member has identified one or two areas of specialty—staff will be held accountable and responsible for their work; note that it is now okay to cross state lines
 - Implementing reporting system
 - CLASS Training Effort—one person in every state will be identified as a qualified trainer and must meet the “trainer” qualifications
 - Infant Toddler training coming up the first of the year
 - Support all new HS expansions
 - Work continues with I AM Moving-I AM Learning—Office of Head Start is currently working on Phase III
 - Monitoring Process—TA system will connect with the Monitoring process—GPSS staff will focus specifically on findings on the report (supporting compliance) not actually monitoring the grantee-monitoring support

National Head Start Association-Region VII Board Representative Report

Regional Board Representatives reporting: Sue Obermiller; Kesha Curry, Tracey Mavis, & Donna Veatch

Key Presenters:

- Joan Lombardi, ACF Deputy Assistant Secretary and inter-Departmental Liaison-spoke on her vision regarding “The Dawn of a New Era” Investing in Early Childhood—Ms. Lombardi stressed the need for careful planning at this juncture in time as well as working across all government departments at all levels. (PowerPoint on file) Jacqueline Jones, Senior Advisor for Early Learning, US Department of Education and Eric Karolak, Executive, Director for the Early Care and Education Consortium joined Ms. Lombardi
- Ben Allen, NHSA and Joel Ryan, Washington State HSA led a session on the drafting of a 2010 NHSA Legislative Agenda
- A reception was held for Congressman David Obey, Chairman of the House Appropriations Committee-sponsored by the Wisconsin Head Start Association and NHSA
- Capitol Hill visits were conducted by Region VII Representatives- following an NHSA advocacy session –note Senator Tom Harkin, Chair of the Health, Education, Labor and Pensions Committee of Iowa is a key voice in DC. Senator Harkin stated that he is committed to Head Start during a morning Breakfast with a the Senator opportunity

Board Information:

- Committee meetings were held on Thursday, September 24th with the full Board meeting conducted on Friday the 25th
- Ms. Vinci gave a report to the Board on her goals going forward as the new Executive Director of NHSA
 - Building a winning team
 - Building a shared vision

- Increasing membership
- Increasing support for government affairs by increasing the Dollar Per Child efforts
- Introducing the new NHSA to Capitol Hill
- Carolyn Stinnet, in house Legal Counsel for NHSA and Deputy Director gave a legal update to the Board
- Heard from consultant that will be working with NHSA and the Board on a new/revised strategic plan
- NHSA is strategically planning a proactive approach to the soon to be released OHS IMPACT Study—marketing emphasis and positive approach to the release of the Study

Partner Reports

State Association and Head Start State Collaboration Office Reports (*) denotes report on file

Iowa Head Start * (written report on file)

Gregg Cummings, IHSA reporting

Summary in brief:

- ARRA funding for Early Learning—programs spent a great deal of time this past summer on writing and submitting required documentation for potential ARRA funding
- Iowa is experiencing state budget cuts
- IHSA membership is on the increase
- Information was shared on the Iowa Lean Event (Empowerment)

Recommendations:

1. Continue to enhance/bridge communication across all entities, state, regional and national, etc.
2. Research on stress training opportunities for programs.
3. Continue to research potential revenue streams for state associations, etc. .

Additional Information:

- Annual Conference partnership with AEYC
 - Yasmina Vinci, NHSA and Jose Cruz, CDA featured speakers for the event
- IHSA developed a IMIL Training Team---cornerstone of Professional Development
- CLASS Training well established in Iowa with the State-Based TA System

Iowa Collaboration Office* (written report on file)

Tom Rendon, IAHSSCO reporting

- Reported on Iowa's Shared Vision Legislation
- ECI Congress is scheduled for February 1 & 2
- Training will be offered on new procedures from the Iowa Dept. of Ed.
- The Iowa Dept. Of Human Services released information on how it plans to spend ARRA funds as designated for TANF
- Received grant—ADPA Dental Initiative
- October 9th-Governor announced a 10 % across the board cut to all state spending due to the deficient in the state budget—this has a potential impact on the Iowa Statewide Voluntary Pre-School Program
- Tom final comments; regarding RTI (Head Start laboratory for the nation)
 - What to the Performance Standards say?
 - How do Parents know what their rights are---part of responsibility of HS staff-form-closer partnership with parents to ensure that parents are informed

Kansas Head Start* (written report on file)

Mary Baskett, KHSA reporting

Summary in brief:

- Printed 5000 presentation folders to share with programs—created a template for local program to put in their own program profile
- KS Cavity Free Program—pleased with success of use of portable equipment—finding a lot more dentist who will see the kids when equipment is available, etc, data collection—all billing, etc. done in-house; filing gaps of dental services
- Concern across the state that there could be more funding cuts
- KHSA is hosting a mini-conference on December 4th in conjunction with Kansas Association of School Boards
- Health Literacy --- working on this effort—UCLA
 - Developed own curriculum with more one on one work across small groups---Parish Nurse Network—Health Literacy Summit---Health Literacy Council (in states) states in mid-west developing health literacy –emerging as priority –Surgeon General report continues to look at health literacy stating that half of adults have low health literacy

KS Collaboration Office (no written report available at time of meeting)

Carrie Hastings, KS HSSCO reporting

- Regarding the Centers for Excellence, the Collaboration Office will ensure that KHSA is an informed partner regarding this effort
Council designated
- Attended recent Collaboration Director’s Meeting in DC
Strong emphasis regarding support efforts to US Military Families
- New initiative in place regarding a Parent Advocacy Network

Missouri Head Start Association* (written report on file)

Linda Bleything, MHSB Board Officer reporting

In summary:

- Missouri is also realizing state budget cuts—however, it does look like state funded EHS programs are going to be sustained this year
The cuts are however affecting partners who serve as valuable resources to programs and parents
- Project Construct funds pulled from state budget---issue regarding trainings, etc.
- MHSB is still trying to understand the roles and relationships between all entities in the state, Collaboration, TA and Association
- Continuing to look at coordination across state entities

MO Collaboration Office (no report available at this time)

Nebraska Head Start State Association (no written report)

Sue Obermiller, NeHSA reporting

- Shared a copy of the newly published report for 2008/2009 Annual Report --2500 in circulation
Shared on Hill visits—Ron Goodstein, PhD. Georgetown University assisted with the report design

Nebraska Head Start State Collaboration Office* (written report on file)

Eleanor Kirkland, NeHHSCO reporting

In Summary:

- State budget cuts are occurring
- Kindergarten Interim Study (LR116) hearing will be held on October 23rd to discuss kindergarten entrance age

- HSSCO completed contract in partnership with DHHS State Infrastructure Grant (SIG) to access SIG funds to continue CSEFEL work
- Transportation Study —Task Force included in their report the need to examine age-appropriate and size-appropriate booster seats on school owned vehicles-other recommendations were also included in the report
 - Strong HS involvement with this effort
- Early Childhood Comprehensive Systems
- Oral Health—The Together for Kids & Families Access and Medical Home Work Groups have prioritized “dental home” in their strategy
- A free Family Literacy Institute will be offered at the NeHSA Annual Conference -- new curriculum will be unveiled during the Institute
- Funding used to study/look at partnerships agreements, this research/findings will be shared in the future

Joint Strategic Planning Session Presentations:

Iowa Plan (Gregg Cummings reporting)

Strengthening the Association’s Foundation

Enhancing Communication across all areas/entities

1. Heavy focus on advocacy
2. Work on collaboration with Armed Forces-strong priority
3. Make continual grants as a main focus this upcoming year
4. Increase membership engagement
5. Strong emphasis on Professional Development

KS Plan (Mary Baskett reporting)

Revised plan has three identified Outcomes:

1. 1.Advocacy awareness –embed advocacy effort at the local level
 - a. Creating a workforce task team
 - b. So many issues regarding HS staff and partners, etc.—pro-active role in this effort relationships
2. Professional Development –targeted at building the skills, knowledge and disposition of the early learning community
 - a. Leadership development, etc
3. Collaboration with partners to increase resources that address needs of children and families served
 - a. Players in place with the TA System, meeting the needs of member programs –new technology efforts, etc.

MO Plan (Tina Bernskoetter reporting)

Five identified Initiatives

1. Association Development-all aspects
2. Collaborative Partnerships (formal and informal)
 - a. Aligning and linking to state initiatives
3. Increased Public Awareness
 - a. Alignment with like organization Policy Agendas
 - b. Education effort on the part of legislators regarding issues facing children and families
4. Leadership & Training
 - a. Work the TA system to prepare and strengthen leaders
5. Head Start Initiatives

a. Tracking and supporting local programs

NE Plan (Deb Ross reporting)

Plan built around five outcomes and numerous initiatives

1. Leadership in place on state, regional and national levels relating to child, family, staff and community development
2. Positive relationships with national, regional and state organizations
3. Supports organizational leadership and support for grantees to ensure success in meeting federal, NHSA, regional, and state initiatives
4. Increase in professional growth through expanded educational opportunities and utilization of skills that will impact program quality and accountability
5. Develop process and systems to support and continue sustainability

Region VII Plan (Donna Veatch reporting)

Regional Plan revised October of 2008 with the following five outcomes identified

1. Professional Development in the region and states is strong and effective contributing to child and family success
2. R7HSA is financially healthy and responsive to member Associations
3. R7HSA is a model of innovation and best practices to support the four State Head Start Associations
4. Public policy positively impacts Head Start and all other children and families
5. R7HSA members, partners and affiliates value their partnership with each other

The overall review of strategic plans involved identifying overlapping priority areas across all four State Associations as well as the Regional Association. The following bulleted items were identified:

- Advocacy
- Professional Development—meeting credentialing requirements, sustaining staff, etc.
- Organizational sustainability and innovative practices
- Building on collaboration-across all entities

Executive Director Report (*written report on file)

Donna Veatch reporting

- MAP Class of 2010 will kick off on December 1-4th in Kansas City, MO. Approximately 50 participants have enrolled to date.
- The Annual Head Start/Early Head Start Director's Caucus will move to the Marriott on the Country Club Plaza for 2010 and 2011
- The Region VII Head Start Association Board Orientation Handbook was recently revised and will be used as model in the drafting of the NHSA Board Manual
- Represent Region VII Head Start Association on the core team of the Responsive Partnership Team—most recent meeting which focused on outlining the group mission and committee designations as well as responsibilities was held on September 28th-29th

Brief Committee Reports were heard at this time

All committees reviewed respective Committee Outcome of the R7HSA Strategic Plan
No action items came from committee to report-moved on to Business meeting to expediate meeting

Business Meeting called to order by Linda Broyles, R7HSA President at 3:30 pm

Motion to accept agenda as presented by Sue Obermiller, NE. Rita Gedney, KS second. Motion passed.

Tracy Mavis, IA moved to accept minutes as presented. Kesha Curry, IA second. Hearing no discussion, Motion passed

Financial Report (hard copy provided by Spilker, McKeone, and Nelson, Certified Public Accountant Firm)

Jim Chisham, KS made a motion to approve the financial report. Tina Cummins, NE Second. Hearing no discussion. Motion stands approved as presented

Ms. Veatch noted that invoicing for the Director's Caucus has been completed to date

New Business

Upcoming election: Two 2 seats open: NHTSA Director Rep and Friend Rep category-this item moved to upcoming Executive Committee call to discuss the Ballot for open seats

Unfinished Business

No unfinished business was heard

It was noted that this is the last meeting for Jim Chisham, Friend Representative from Kansas. Jim and his contributions to the Regional Board will be missed. Thank you Jim!

Meeting adjourned: 4:30 pm

Next meeting is scheduled for January 12th, 2010 GoToMeeting

Respectfully submitted,

Donna Veatch, R7HSA