

# 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.



## CALL FOR PROPOSAL (CFP) SUBMISSION PACKET

**Announcing:** The Region VII Head Start Association will hold its 2010 Leadership Conference May 25<sup>th</sup>-27<sup>th</sup> at the Hyatt Regency Crown Center Hotel in Kansas City, MO. The theme for this year's event is: **"Demonstrating Excellence through Performance-Based Leadership"**

Since 1965, Head Start and Early Head Start since 1994 have met federal and state requirements in the delivery of quality services to low-income children and families. With recent changes in Head Start Administration and revisions underway of the Head Start Performance Standards, exemplary leadership continues to be critical for program success! Please note the target audience for this annual event is Head Start administrators, managers, coordinators, parents in leadership roles and community partners. The conference content is designed and developed to support programs in the continuation of delivering quality services in an ever shifting environment, meet programmatic challenges, and prepare programs to welcome new opportunities!

The R7HSA Professional Development Committee requests that breakout session submissions be at least 90 minutes in length with an option of 180 minutes (3 hours). Track opportunities based on content will also be considered. As a presenter you will have the opportunity to network with over 600 participants from across the four-state region. It is considered an honor and a privilege to be selected as an R7HSA conference presenter; no presenter compensation is provided.

Please note: Presenters may attend other sessions the day of presentation, however, full conference registration and fee is required for full conference attendance as well as the closing brunch.

Proposals should be returned to: R7HSA by mail at: 122 Teton Ridge Drive, Lake Winnebago, MO 64034; or by fax: 816-537-7802. The deadline for submission is: March 1<sup>st</sup>, 2010. Proposals will be evaluated and notification of proposal acceptance will be made March 10<sup>th</sup>.

**Title of Presentation:** \_\_\_\_\_

Please indicate if you have presented this information to R7HSA before?  Yes  No

**Presenter** (contact person - all correspondence pertaining to the conference will be addressed to this individual)

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Organization: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Please check here if under the Americans with Disabilities Act you require auxiliary aids or services.  
(Attach information regarding special services required)

### Co-Presenter

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Organization: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Please check here if under the Americans with Disabilities Act you require auxiliary aids or services.  
(Attach information regarding special services required)

**AV Equipment: All Breakout Session rooms will include the following A/V Equipment:**

- Screen/AV Cart     Easel/Flip Chart/Markers     Sound System/Mic depending on room size

**Due to the expense, LCD projectors and in-room internet service will *not* be provided**

*(However, please indicate if you plan to bring equipment so that appropriate arrangements can be made)*

- Yes, I will be bringing an LCD projector     No, I will not be bringing an LCD projector  
 Other: Please List: \_\_\_\_\_

**Potential Session Tracks (suggested)**

- Early Head Start     MAP Make up Session Track     Human Resources: Best Practices  
 Other: Please List: \_\_\_\_\_

**Potential Session Topics (suggested)**

**Community/Organizational Settings**

- Building a Strong Early Childhood Infrastructure  
 Community Models of Continuity across Early Care and Education Programs  
     Early Learning Guidelines: Aligning Standards  
     The Early Childhood Comprehensive System  
     Quality Rating Systems  
 Assessing/Building on Community Needs for Service Delivery  
 Connecting & Engaging Key Community Partners: Working Models  
 Community Wide Strategic Planning-Moving Toward Community Based Outcomes  
 Serving special populations; McKinney-Vento Act

**Family Engagement**

- Promoting Family Literacy  
 Meeting the needs of the ESL Family  
 Building Family Self-Sufficiency-Connecting with Community Services

**Fiscal Controls/Internal Controls**

- Writing Competitive Grants  
     Blending/Braiding Funding Streams  
 Accurate Fiscal Reporting of Funding, ARRA, etc.

**Head Start Initiatives/Resources**

- Office of Head Start Initiatives  
 Head Start Resources: ECLKC  
 Know you're Entities: Regional Office; Head Start Associations; Head Start State Collaboration; TA System  
 The Head Start Enterprise System: Case Management: Effective Data Management/Tracking

**Impacting Policy/Research**

- Research to Practice  
 The Impact of Research regarding Advocacy  
     Impacting/Reforming Child Care Policies

**Intentional Leadership Development**

- Board Development: Understanding Roles & Responsibilities  
 Executive Coaching: Building the Capacity to Lead the Organization  
 Succession Planning

**Maintaining Quality**

- Internal Monitoring: Assessing RISK  
 Accessing Technical Support

**Professional Development**

- Access to Higher Education  
 Accessing and Partnering for Quality Training for Staff  
 Positive Mental Health for Everyone: Sustaining Wellness

**Program Models**

- Early Head Start-Infant/Toddler Care  
 Head Start Best Practices/Program Models

**Effective/Quality Programming**

- Crisis/Emergency Preparedness
- Accessing and Utilizing Technology
- Maintaining Databases and Ensuring Accuracy in Reporting
- Meeting Enrollment Requirements in all Areas
- Effective Delivery of Programming through an Appropriate Physical Environment
- Meeting the Needs of All Children 0-5
- Meeting the needs of the ESL Student
- Head Start Models/Initiatives
  - I.e. Centers of Excellence in Early Childhood; IIP Grants, etc.
- Serving Diverse Populations
- Partnering Opportunities within the Head Start Community
  - American Indian Alaska Native (AIAN) Tribal Head Start Programs and Migrant/Seasonal Head Start

**Target Audience**

Please indicate the target audience intended for the session submitted:

\_\_\_ Head Start/Early Head Start Administrators \_\_\_ Managers \_\_\_ Coordinators  
\_\_\_ Parent Leaders \_\_\_ Community Partners

**Content Skill Level of session:** (select one)

- Beginning
- Intermediate
- Advanced

**Length of Session**

- 90 minutes (1½ hours)
- 180 minutes (3 hours)
- Potential Track

**Date/Time of Availability**

- Tuesday, May 25<sup>th</sup>-PM
- Wednesday, May 26<sup>th</sup> \_\_\_ AM \_\_\_ PM
- Thursday, May 27<sup>th</sup> \_\_\_ AM
- Any of the above dates and times

Repeat Session: (please indicate if you are available to repeat a session presentation)

- No  Yes: If yes, enter availability date and time for repeat session\_\_\_\_\_

**Description of Presentation**

Please provide a brief description of your presentation (50-100 words). Be specific regarding how the session will be structured and what resources/materials will be used. (If more space is needed, please use the reverse side of this form) Presenters will be asked to submit handouts, PowerPoint presentations, etc. to the Regional Association prior to the event to ensure printing is complete.

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**Suggested Description for Brochure**

(Two to three sentences that will assist participants in making their breakout session selections)

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Please attach a brief presenter biographical sketch with qualifications for chosen presentation title together with a photo/head shot.

If you require additional information, please contact: **Region VII Head Start Association**  
 122 Teton Ridge Drive, Lake Winnebago, MO 64034  
 Phone: 816-537-7801 Fax: 816-537-7802 Email: r7hsa@comast.net

