

# KHSA Board of Directors Meeting Minutes

September 13, 2019 - Frankfort, Kentucky: 10:00 a.m., EDT

Kristy Lewis called the Board Meeting of the Kentucky Head Start Association to at **10:01 a.m.**, EST, on **9/13/2019**.

Tara Neimeister, Secretary, conducted Roll Call (X=Present):

	Ashland		KCEOC
	Audubon		LKLP
	Bell-Whitley	X	Lake Cumberland
	Big Sandy		Lincoln
X	Bluegrass	X	Middle Kentucky
	Bourbon County	X	Murray
	Boyd County		Northeast
	Breckinridge	X	Northern Kentucky
	Breckinridge-Grayson	X	OVEC
X	CA Lexington		Owsley County
X	CA Southern	X	Paducah
	Carroll County		Williamstown
	Central Kentucky		WKU
X	Gateway		

The minutes from the meeting held on April 10, 2019 were reviewed. Minutes were unable to be approved due to lack of a quorum.

## Guest Speakers

**KHSA Strategic Planning Presentation and Discussion:** Stefanie Ashley from EKU's Facilitation Center presented information regarding the Strategic Plan revision process. Head Start leaders were invited to a retreat in July to kick-off the brainstorming process that would ultimately lead to the identification of a draft vision and mission statement and four main goal areas for KHSA. The Strategic Planning Committee met again in August to refine the work Kentucky Head Start leaders felt was most important to the association. Stefanie discussed the process for developing a vision and mission statement. The proposed goals were written as what we would like to achieve by the end of the next five years. Stefanie asked for feedback to determine if these goals were in line with the Board's ideas for KHSA's future. The group agreed that the goals, mission, vision and values were in line with Kentucky's needs to support and improve Head Start programs. The proposed draft includes the following:

Draft Vision: Every vulnerable child and their family receive exemplary services using the Head Start model.

Draft Mission: KHSA champions Head Start programs through a common vision, a united voice, and shared expertise to serve Kentucky's most vulnerable children and their families.

Draft Goal Statements:

1. Effective and Efficient Structure: The association will operate under an efficient, consistent and sustainable organizational structure.

2. **Funding and Resource Support:** The association will continually increase and resources to sustain operations and expand programming and services.
3. **Member Engagement:** The association will increase member engagement in meetings, sponsored events, and networking and mentoring opportunities.
4. **Promote the Head Start Brand:** The association will actively promote the KHSA brand and the value of the Head Start model.

Draft Core Values: KHSA is a caring, compassionate, member-driven organization that puts the needs of children and families at the center of what we do. To that end:

- We zealously advocate for Head Start and the children and families we serve.
- We embrace the diversity of people, ideas, and models to promote civility and non-partisan solutions.
- We support and work collaboratively with each other, the people we serve and those who make our work possible.
- We adhere to the highest ethical and professional standards in everything we do.
- We promote high-quality services that are consistent, responsive and data-driven.

**Head Start Data in Kentucky:** Dr. Jessica Cunningham from KYStats was present to discuss the KHSA Data Working Group. Three staff from Kentucky programs are working with KYStats as e experts utilizing the Child Plus data tracking system (Audubon, Central and Murray). These staff will work with KYStats to develop outcome reports that are comprehensive of all Kentucky Head Start grantees.

### **President's Report**

Kristy Lewis provided the President's Report. She provided the following updates and announcements:

Kristy encouraged programs to connect with their local superintendents in order to participate in the GOEC School Readiness Summits – one held earlier this week in Hopkinsville and another being held next Monday in Morehead. There are mini-grant opportunities for programs participating in the summits.

NHSA is providing free professional development to members called “The Block”. It covers all required training for staff. <https://theblock.nhsa.org/home>

Kristy discussed Strengthening Families as a parenting curriculum. She has noted great outcomes associated with the implementation of Strengthening Families. The implementation of parent cafes allows Head Start staff to participate as a parent rather than a Head Start leader. This approach has opened dialogue between staff and parents. She has invited Elizabeth Maze to our next meeting to further discuss Strengthening Families in Kentucky.

John Mountjoy will be sending out a survey for programs seeking to gather program specific information regarding classroom curriculums used, parenting curriculums used, data tracking systems and credentialing programs.

A list of KHSA State Award Winners was provided to the Region IV Association. Winners are advancing to compete for awards at the regional level. She thanked programs for participation in

the nomination process. Winners will be awarded at the KHSA 2020 Annual Conference in March (see attached).

The KHSA 2020 Annual Conference will be held March 17-19 at the Galt House in Louisville, KY.

Upcoming Region IV PD:

- Teach Me, Lead Me: September 17-19- Lexington, KY
- Facilities Bootcamp: October 22-23- Louisville, KY
- Homelessness and Foster Care: January 21-23- Nashville, TN
- Home Based Training: February 2020- Lexington, KY

### **Vice President's Report**

Sharon Price was not in attendance, however Kesha Richardson attended for Community Action Lexington in her place and provided updates. Sharon requested a consideration for a statement from the association to address NHSA's proposal to change the DRS systems. Suggestions she provided included: elimination of the lowest 10 percent CLASS cutoff and changes to immediate DRS status based on a one-time health and safety violation (assuming that a child is not injured). Kristy stated that the association will be providing a response to the DRS discussion.

### **Second Vice President's Report**

Martina Roe is an FDC instructor and is getting ready to start another class for staff in Gateway's new Head Start counties. Other programs have contacted her to enroll staff in the class. If the class gets larger, she may need additional help finding advisors for the program. Kesha Richardson is also an instructor and can accept participants into Community Action Lexington's class.

### **Third Vice President's Report**

Kristy introduced Erika Casey as the new Third Vice President. Today was her first board meeting.

### **Parliamentarian's Report**

Cindy Graves gave the Parliamentarian's report. She provided a brief reminder that a revision of the Bylaws was originally scheduled to be completed with the new Strategic Plan. At this time, the Bylaws will be revised after the Strategic Plan is completed using the new plan as a guide for needed and consistent changes.

### **Treasurer's Report**

John Mountjoy provided the financial report. KHSA has already collected 75 percent of dues for the year and the association is currently making money based on the increased member participation. John will continue contacting the remaining Head Start programs to increase participation and dues payments to 100 percent. John reviewed financial statements for last fiscal year. Overall, we were about \$1,800.00 overspent during last fiscal year. Detailed listing of expenditures was provided. John is hopeful that high level speakers at the spring conference will help to increase KHSA revenue (see attached).

### **Public Relations Officer**

Libby Brown, Public Relations Officer, had nothing new to report. John will discuss the Head Start Heroes campaign during his report.

### **Head Start State Collaborative Director**

Sally Shepherd provided an update from the Kentucky GOEC. The PDG grant is still being implemented and will wrap up on December 31<sup>st</sup> unless an extension is given; an extension is likely due to the late release of funds. GOEC is waiting for the FOA to be released for years 2-4 but brainstorming and preparation is underway. Requests for any KHSA needs should be submitted to John Roden or Sally Shepherd. The Strategic Plan was approved by ECAC. The revised early childhood standards are also in process. PD framework has begun internally with workgroups. Feedback will be necessary to move forward with content experts who will make a recommendation to turn plans into a full system. There is a statewide survey that will be forwarded to all providers in Kentucky by GOEC. The survey allows for response to the new, proposed early childhood standards.

### **Executive Director's Report**

John Mountjoy provided the Executive Director's report. John reviewed the update report that was also provided to the Region IV association (see attached). The report includes highlights from the association's most recent work. He also reviewed the KHSA statewide CLASS data collection from summer 2019. All but 5 programs participated in the self-reported data comparison.

John plans to implement an online member directory system that will be made available on the organization's website. The new system will allow the association to provide a searchable directory of all Head Start programs in Kentucky and their leadership. The system will also allow for internal association communication and member features including ability to accept payment for dues, training fees and meeting registration. Head Start directors will be able to make their own changes to the database each quarter that will ask for updates to the system as staff come, go or change positions.

The GOEC has asked John to provide a statement on behalf of KHSA regarding the Notice of Proposed Rulemaking on DRS. The comments address three major issues: removing the bottom 10 percent and increasing the absolute CLASS threshold, increase of the timeframe of a finding of going concern and increasing the automatic DRS referrals on deficiencies from one to two or more. This draft will be presented to ECAC next week and the association will sign off in support of NHSA's position on DRS (see attached).

John has created a "Job Board" on the association's website. Programs are welcome to share their job openings to be posted.

Programs are encouraged to participate in NHSA's winter conference in Washington, D.C. January 27-31, 2020. It is a great opportunity for training and Head Start advocacy on the hill. There is currently an early bird special for NHSA members.

February 3-7, 2020 will be KHSA's legislative week. The association will ask programs to submit a success story for a notable Head Start alum from their area. Each program will provide their story and create a poster to display their "Head Start hero".

The GEOC is providing funds to hire an association coordinator. With the completion of the Strategic Plan, John feels there will now be work for this person to do.

With no additional business, Kristy Lewis adjourned the meeting at **11:33 a.m.**

**Kentucky Head Start Association, Inc.**  
**Statement of Revenues & Expenditures - All Inclusive**  
 July through August 2019

	Jul - Aug 19
Ordinary Income/Expense	
Income	
41000 · Membership Dues	
41100 · Agency	36,830.00
Total 41000 · Membership Dues	36,830.00
42000 · Training Events Rev	
42100 · Annual Spring Conference	
42101 · Registration Fees	1,500.00
Total 42100 · Annual Spring Conference	1,500.00
42700 · Miscellaneous Training Rev	1,200.00
Total 42000 · Training Events Rev	2,700.00
Total Income	39,530.00
Gross Profit	39,530.00
Expense	
52000 · Training Events Expense	
52100 · Annual Training Conference Exp	
52105 · Trainer Fees	304.13
Total 52100 · Annual Training Conference Exp	304.13
Total 52000 · Training Events Expense	304.13
54000 · Executive Office Expense	
54200 · Travel	
54201 · In-State & Mileage	241.83
Total 54200 · Travel	241.83
54300 · Occupancy Costs	
54301 · Rer	3,000.00
54304 · Insurance - Liability-Conter	719.77
Total 54300 · Occupancy Costs	3,719.77
54400 · Telephone-Broadband	
54402 · Cell Phone	112.48
Total 54400 · Telephone-Broadband	112.48
54500 · Supplies	
54501 · Office Supplies	90.93
54502 · Printing-Copying	248.19
54503 · Postage-Shipping	65.52
54505 · Technology/Software	943.67
Total 54500 · Supplies	1,348.31
54600 · Services & Fees	
54607 · Membership Dues	440.00
Total 54600 · Services & Fees	440.00
Total 54000 · Executive Office Expense	5,862.39
58000 · Other Expenses	
58300 · Advocacy	
58302 · Region IV HSA Advocy	8,049.00
58300 · Advocacy - Othe	500.00
Total 58300 · Advocacy	8,549.00
58900 · Miscellaneous Expense	437.48
Total 58000 · Other Expenses	8,986.48

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09/11/19

Accrual Basis

**Kentucky Head Start Association, Inc.**  
**Statement of Revenues & Expenditures - All Inclusive**  
July through August 2019

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	<u>Jul - Aug 19</u>
60900 · Business Expenses	20.00
60920 · Business Registration Fees	15.00
65150 · Memberships and Dues	575.00
68310 · Conference, Convention, Meeting	198.04
69800 · Uncategorized Expenses	0.00
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Total Expense	15,961.04
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Net Ordinary Income	23,568.96
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Net Income	<u>23,568.96</u>

**Kentucky Head Start Association, Inc.**  
**Statement of Revenues & Expenditures - All Inclusive**  
 July 2018 through June 2019

	Jul '18 - Jun 19
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
41000 · Membership Dues	
41100 · Agency	58,460.00
<b>Total 41000 · Membership Dues</b>	<b>58,460.00</b>
42000 · Training Events Rev	
42100 · Annual Spring Conference	
42101 · Registration Fees	27,775.00
42102 · Exhibitors' Fees	1,250.00
42103 · Silent Auction	676.00
<b>Total 42100 · Annual Spring Conference</b>	<b>29,701.00</b>
42200 · Director & Committee Meetings	75.00
42300 · Special Registrations	948.00
42700 · Miscellaneous Training Rev	9,000.00
<b>Total 42000 · Training Events Rev</b>	<b>39,724.00</b>
42900 · Fall Conference	
42901 · Registration	12,840.00
42902 · Exhibitor Fees	800.00
42903 · Silent Auction	597.00
42904 · Sponsorships	2,415.00
<b>Total 42900 · Fall Conference</b>	<b>16,652.00</b>
45030 · Interest-Savings, Short-term CD	47,317.97
48000 · Other Business Income	
48100 · Interest (Banks/CDs)	769.69
48900 · Other Miscellaneous Revenue	240.19
<b>Total 48000 · Other Business Income</b>	<b>1,009.88</b>
49900 · Uncategorized Income	759.81
<b>Total Income</b>	<b>163,923.66</b>
<b>Gross Profit</b>	<b>163,923.66</b>
<b>Expense</b>	
52000 · Training Events Expense	
52100 · Annual Training Conference Exp	
52101 · Facilities & Food	29,284.70
52102 · Supplies	377.07
52103 · Printing	342.91
52104 · Keynote Speakers	6,100.00
52105 · Trainer Fees	4,195.40
52107 · Credit Card Processing Fees	265.43
<b>Total 52100 · Annual Training Conference Exp</b>	<b>40,565.51</b>
52200 · Directors-Executive-Program	
52201 · Facility & Food	81.30
<b>Total 52200 · Directors-Executive-Program</b>	<b>81.30</b>
52400 · Family Development Credential	
52401 · Facilities & Food	570.77
<b>Total 52400 · Family Development Credential</b>	<b>570.77</b>
52700 · Miscellaneous Training Events	10,300.00
<b>Total 52000 · Training Events Expense</b>	<b>51,517.58</b>

**Kentucky Head Start Association, Inc.**  
**Statement of Revenues & Expenditures - All Inclusive**  
 July 2018 through June 2019

	Jul '18 - Jun 19
52900 · Fall Conference Expenditures	
52901 · Facilities & Food	20,641.72
52902 · Supplies	117.06
52903 · Printing	428.34
52904 · Keynote Speakers	240.00
52905 · Trainer Fees	345.00
52906 · Special Activities	756.17
52907 · Credit Card Processing	98.07
	22,626.36
Total 52900 · Fall Conference Expenditures	
54000 · Executive Office Expense	
54100 · Personnel	
54101 · Salary-Wages	55,891.92
54102 · Fringes-Benefits	3,684.02
	59,575.94
Total 54100 · Personnel	
54200 · Travel	
54201 · In-State & Mileage	1,235.27
54202 · Out-of-State Travel	275.67
54203 · Lodging	128.22
54204 · Per Diem	54.02
	1,693.18
Total 54200 · Travel	
54300 · Occupancy Costs	
54301 · Rer	5,400.00
54303 · Utilities	-40.09
54304 · Insurance - Liability-Conten	672.01
	6,031.92
Total 54300 · Occupancy Costs	
54400 · Telephone-Broadband	
54401 · Local-LD-Intern	244.79
54402 · Cell Phone	393.68
	638.47
Total 54400 · Telephone-Broadband	
54500 · Supplies	
54501 · Office Supplies	527.04
54502 · Printing-Copying	1,699.55
54503 · Postage-Shipping	239.51
54505 · Technology/Software	1,103.37
	3,569.47
Total 54500 · Supplies	
54600 · Services & Fees	
54601 · Audit-Accounting Fees	750.00
54602 · Bond Insurance	1,425.20
54603 · Bank Fees-Service Charges	21.85
54605 · Miscellaneous	1,269.81
54608 · Legal Services	259.00
	3,725.86
Total 54600 · Services & Fees	
Total 54000 · Executive Office Expense	75,234.84
58000 · Other Expenses	
58300 · Advocacy	
58303 · Lobbyist Contractual Services	12,000.00
	12,000.00
Total 58300 · Advocacy	
58900 · Miscellaneous Expense	695.43
	12,695.43
Total 58000 · Other Expenses	

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09/11/19

Accrual Basis

**Kentucky Head Start Association, Inc.**  
**Statement of Revenues & Expenditures - All Inclusive**  
July 2018 through June 2019

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	<u>Jul '18 - Jun 19</u>
60320 · Cash Awards and Grants	250.00
60900 · Business Expenses	36.16
62890 · Rent, Parking, Utilities	600.00
65050 · Telephone, Telecommunications	76.10
65120 · Insurance - Liability, D and O	1,477.23
65150 · Memberships and Dues	1,262.00
66900 · Reconciliation Discrepancies	-237.88
68310 · Conference, Convention, Meeting	121.18
70900 · Prior Period Expenses	79.43
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<b>Total Expense</b>	<b>165,738.43</b>
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<b>Net Ordinary Income</b>	<b>-1,814.77</b>
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<b>Net Income</b>	<b>-1,814.77</b>
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## Kentucky Head Start Association

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Kentucky Head Start Association's (KHSAs) comments regarding the Notice of Proposed Rulemaking "Head Start Designation Renewal System" – August 13, 2019 (84 FR 39996)

### 1. Removal of the CLASS 10% Trigger

As currently written and implemented, KHSAs does not support the 'lowest 10%' provision due to its arbitrary tie to quality, costly consequences, and punitive nature. With this provision in force, high-quality grantees often face grant re-competition – not based on their own quality, but relative to the quality of other grantees in entirely unmatched circumstances. By removing the 'lowest 10%' provision and relying on absolute thresholds across CLASS domains, grantees will no longer wait for months for a competition determination or needlessly compete based on the quality of other programs. In effect, high-quality programs with no deficiencies will not be arbitrarily subjected to compete for a renewal of their grant and instead be able to focus on best serving their communities.

**KHSAs supports the removal of the 'lowest 10%' provision of the CLASS condition as described in 45 CFR 1304.11(c)(2) and as proposed.**

### 2. Increase of the Absolute CLASS Thresholds

Raising the CLASS thresholds provides grantees with a clearer standard with which to interpret their scores. According to analyses by the National Head Start Association of past CLASS scores, grantees would be unlikely to experience change from the proposed Classroom Organization and Emotional Support thresholds as they are below all the previous 10% thresholds since 2012. The proposed threshold for Instructional Support domain would cause an estimated 19 more grantees nationally to compete annually, but still fewer than the number of grantees competing under the status quo, i.e. 'lowest 10%'. The proposed changes for these thresholds ensure that high-scoring grantees would not compete for their grant unnecessarily.

**KHSAs supports the increase of the absolute thresholds across CLASS domains to invigorate continuous quality improvement as proposed.**

### 3. Increase of the Timeframe of a Finding of Going Concern

An audit finding of a going concern is deeply consequential for Head Start grantees. The fiscal stability of a Head Start grantee should be of a quality that Head Start children and families will not be left without access to an essential support system. That said, the proposed expanded timeframe is so substantial that it threatens to trigger the competition of grantees that have entirely recovered from fiscal issues experienced at the beginning of their grant cycle. A going concern indicates that the operations will cease within 12 months. Therefore, consideration of a going concern after a subsequent audit has not found a going concern is an entirely useless indicator of an organization's fiscal viability. A going concern should only be considered if it is found within the final 12 months of the grant cycle.

**KHSAs only supports going concern findings that are made in an audit during the final 12 months of a grant cycle.**



## Kentucky Head Start Association

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### 4. Use of Audit Findings for Competition

While increasing financial accountability is a worthy goal, the use of independent audits is not an effective way to do so. By effectively outsourcing fiscal monitoring to independent audit firms, there is a substantially increased risk for lack of uniformity of auditing. Audits conducted by independent groups may not follow the most up-to-date compliance standards. In doing so, the Office of Head Start would be delegating its statutory obligations to a third party, non-governmental group thereby imparting independent auditors with the ability to make decisions with direct impacts on grant competition. Re-competition should only be determined through a standardized federal process and should not rely on data collected by third party, non-federal auditors. Further, increased clarification on which audit findings trigger re-competition is needed. This is critical to ensuring a transparent, effective condition. Further, the administration should differentiate between major and minor audit findings when considering re-competition. Minor findings should lead to additional training and technical assistance, stimulating continuous improvement and avoiding costly, needless competition.

**KHSA does not support the use of independent auditors in making competition determinations, outside of the going concern finding in the 12 months of a grant. Instead, findings in two or more annual audits in the first three years of a grant cycle should trigger a review by the Office of Head Start. Only findings that the reviewer of the audit finds indicative of imminent or systemic failure should trigger an audit by a federally contracted, specifically trained auditor.**

### 5. The Deficiency Condition

The Head Start community has consistently made the case that current deficiency trigger conditions fail to differentiate between systemic issues and singular missteps. In the most recent cohort of grantees set to compete, the National Head Start Association estimates that almost half had only a single deficiency with no other triggers. While the prioritization of the safety of Head Start children is critical, forcing high-quality grantees to compete redirects focus and limited program resources away from effective service to an intensive grant writing process. The primary concern with the current model is that the deficiency determination process does not effectively differentiate systemic issues from a single mistake. It includes no gradation that allows for continuous improvement in the case of minor missteps. Until the way a deficiency is determined is improved and clarified, the deficiency condition will continue to cause concern from the Head Start community.

**KHSA supports increasing the deficiency condition to two to more before DRS is triggered. The system should encourage continuous quality improvement. As proposed, re-competing grantees with multiple deficiencies would be a better indicator of systemic issues, bringing the condition into closer alignment with congressional intent.**



# Kentucky Head Start Association

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Update – September 13, 2019

## Current Initiatives

### **Strategic Planning**

With assistance from Kentucky’s Governor’s Office of Early Childhood (GOEC) and financial support from Kentucky’s recent federal Preschool Development Grant, the Kentucky Head Start Association has embarked on a new strategic planning effort that will result in a new five-year plan. The Strategic Planning Committee, appointed by KHS A President Kristy Lewis, includes six Head Start directors from around state with an emphasis on regional and structural diversity (Carla Brown, Cindy Graves, Kristy Lewis, Rhonda Martin, Alicia Polston, Martina Roe, and Sally Shepard). The process is being facilitated by an independent third-party – the Facilitation Center at Eastern Kentucky University.

The process began in July 2019 with a Board of Directors retreat creating the outline and expectations for the endeavor. This was followed by the Strategic Planning Committee meeting twice in August 2019 to tackle the categories of Mission, Vision, Values, Goals and Objectives. The draft plan, absent specifics on the four primary Goal areas, will be shared with the full KHS A Board of Directors on Friday, September 13. Following this meeting and feedback, the Strategic Planning Committee will complete the draft plan and submit to the Board for final review and approval. It is expected that the new five-year strategic plan will go into effect in January 2020. While these statements are still **DRAFT**, they demonstrate the future direction and culture that KHS A leaders are pursuing.

### VISION

“Every vulnerable child and their family receive exemplary services using the Head Start model.”

### MISSION

“KHS A champions Head Start programs through a common vision, a united voice, and shared expertise to serve Kentucky’s most vulnerable children and their families.”

### GOALS

- The association will operate under an efficient, consistent and sustainable organizational structure.
- The association will continually increase revenue and resources to sustain operations and expand programming and services.
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- The association will actively promote the Kentucky Head Start Association brand and the value of the Head Start model.

### VALUES

KHS A is a caring, compassionate, member-driven organization that puts the needs of children and families at the center of what we do. To that end:

- We zealously advocate for Head Start and the children and families we serve.
- We embrace the diversity of people, ideas, and models to promote civility and non-partisan solutions.
- We support and work collaboratively with each other, the people we serve and those who make our work possible.
- We adhere to the highest ethical and professional standards in everything we do.
- We promote high-quality services that are consistent, responsive and data-driven.

### **Kentucky Statewide CLASS Comparison Survey**

The Kentucky Head Start Association (KHSA) sought CLASS Score data from all Head Start programs in Kentucky and received complete score information from 23 of 28 grantees. The survey specifically sought self-reported data across the three CLASS domains and ten dimensions. The sharing of this data is useful as it permits all programs statewide to see where they stand in relation to other programs; informs KHSA of potential areas in which additional training, seminars and technical assistance may be needed; and helps programs prepare for future CLASS reviews. All CLASS Score information and data gathered was presented in an anonymized format in which each grantee was assigned a random non-consecutive identifier known only to KHSA. The results of the statewide comparison survey are available on KHSA's website: <https://headstartky.org/wp-content/uploads/2019/08/KHSA-CLASS-Score-Report-2018-2019.pdf>

### **Head Start Data Working Group**

The Kentucky Center for Statistics (KYStats) recently approached KHSA for assistance in reviewing Head Start data that is supplied annually to KYStats and how that data is gathered and reported. At present, 24 Head Start grantees in Kentucky use ChildPlus for data capture/reporting. A significant issue in this reporting – despite the widespread use of ChildPlus – is that data is reported inconsistently despite the use of three common data templates (Demo, Disability and Attendance). As a result, statewide reporting is negatively affected. To make the issue worse, the KYStats team is often not aware of ChildPlus software updates and sometimes these updates cause issues with the report templates. KHSA has created a small data working group to assist and inform KYStats in the creation of Data Standards that can be used by all Head Start grantees – both ChildPlus users and nonusers. The working group consists of three Head Start Grantees that are Child Plus users and experts in the use of the software and knowledgeable about the data collected. The working group has met once via conference call and is planning a day-long in-person meeting for September.

### **KHSA Online Member Directory / Association Database**

KHSA is beginning development of a new online member database and directory that will be made available on the organization's website and will feature both internally and externally facing tools. Working with vendor Advantage Technology – a West Virginia-based technology development firm – the new member database and directory will be used externally as a free searchable online directory of all Head Start programs and staff in Kentucky. The vision is that Head Start program directors will have editing access to the directory/database and able to assist in keeping personal information up-to-date. Internally, the tool will be used as a full member management system with the ability to write and send e-mail blasts, create and communicate with member committees and working groups, maintain invoicing for agency dues, training fees and meeting registrations and provide in-depth information on Head Start personnel and members across the state, e.g. repository of knowledge and willingness of certain leaders to serve as trainers and mentors for other state programs.

### **Upcoming Initiatives**

#### **Statewide Wage & Benefits Comparability Study / Database**

The last statewide wage and benefit comparability study among Head Start programs in Kentucky was conducted over five years ago. KHSA is preparing to launch this initiative in the Fall of 2019 with completion in 2020 with the goal of providing a database support service that assists programs with conducting their wage and fringe benefits comparability studies. BY centralizing the data gathering, analysis and dissemination KHSA will reduce individual wage and benefit survey requests from and to Kentucky Head Start programs. Once completed the database will be more thorough and less costly to local programs and will enable these programs to review wage and benefit data from other Head Start programs across the state. The initiative will be guided by federal requirements as well as an internal working group.

#### **Head Start Heroes & Kentucky Head Start Alumni**

To identify and recognize contributions and accomplishments of those currently engaged in supporting and advancing Head Start in Kentucky as well as to identify adult successes of Head Start (graduates), KHSA will be launching the new Head Start Heroes & Kentucky Head Start Alumni. Each Head Start program will be asked to provide nominations for and information for Head Start Heroes as well as information on notable Head Start Alumni either from their program or living in their area. Both categories will feature heavily in KHSA's 2020 Kentucky General Assembly legislative education efforts and our Week at the Capital – Feb. 3-7, 2020.



## Kentucky Head Start Association

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### **2019 KHS A State Award Winners**

*to be awarded during KHS A's 2020 Annual Conference*

#### **Achievement Award – Disability Services Coordinator**

- Heidi Ard – Lake Cumberland

#### **Administrator of the Year**

- Flossie Gibson – KCEOC

#### **Corporate Award**

- Kentucky River Community Care

#### **Head Start Alumni, High School Senior**

- Janice Dean – KCEOC

#### **Head Start/Early Head Start Parent, Post-Secondary Education**

- Alycia Janow – Murray

#### **Head Start/Early Head Start Staff, Higher Education**

- Sandy Spicer – LKLP

#### **Oral Health Award**

- Melissa Tyree – LKLP

#### **Parent of the Year Award**

- Ashley Ellis – Murray

#### **Staff of the Year Award**

- Mona Whited – Lake Cumberland

#### **Support Staff of the Year Award**

- Debbie Bailey – LKLP

#### **Teacher of the Year Award**

- Tommy Noe – KCEOC

#### **Aubrey Puckett Memorial Award**

- Melissa Lewis – LKLP

#### **Edward Zigler Innovation Award**

- LKLP Head Start

#### **Ron Herndon Head Start Parent Scholarship**

- Phoenix Burchfield – Audubon

#### **Sargent Shriver Excellence in Community Service Award**

- Daria Nicole – LKLP

#### **Vanessa Rich Leadership Award**

- Melissa Saylor - KCEOC