

# 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 ECU'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.

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.**