

KHSA Board Meeting Minutes

September 13, 2019

Frankfort, KY: 10:00 a.m., EST

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 quorum.

Guest Speakers

KHSA Strategic Planning Presentation and Discussion: Stephanie 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's future direction. The Strategic Planning Committee met again in August to hone in on the work Kentucky Head Start leaders felt was most important to the association. Stephanie 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. Stephanie 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 and vision 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 will be leading the group. They are experts utilizing the Child Plus data tracking system. These staff will work with KYSTATS to develop outcome reports that are comprehensive of all Kentucky 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 Kindergarten Summit. There are mini grant opportunities for programs participating in summits.

NHSA is providing free professional development to members called the Block. It covers all required training for staff.

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 will be sending out a survey for programs to complete that will gather program specific information regarding classroom curriculum, parenting curriculum, data tracking system and FDC vs. SFW credentialing program.

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.

The KHSA Spring 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 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 is a FDC instructor and is getting ready to start another class for staff in her new 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 is able to accept participants into Lexington Community Action'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.

Treasurer's Report

John Mountjoy provided the financial report. KHSA has already collected 75 percent of dues for the state 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 to 100 percent.

John reviewed financial statements for last fiscal year and the most recent check detail. Overall, we were about \$1,800.00 overspent during last fiscal year. Detailed lists of expenditures was provided. John is hopeful that high level speakers at the spring conference will help to increase KHSA revenue.

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 Shepard provided an update from the GOEC. The PDG is still being implemented and will wrap up on December 31st 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 Shepard. The Strategic Plan was approved by ECAK. 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. The survey allows for response to the new, proposed early childhood standards.

Executive Director's Report

John Mountjoy reviewed the Executive Director's report. John reviewed the update report that was also provided to the Region IV association. The report includes highlights from the association's most recent work. He also reviewed the KHSA statewide CLASS data collection from spring 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. The comments address three major issues: removing the bottom 10 percent, increasing the absolute CLASS threshold, and increase of the timeframe of a finding of going concern. This draft will be presented to ECAK next week and the association will sign off in support of NHSA's position on DRS.

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. 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 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.**