

# KHSA Board of Directors - Meeting Minutes

January 16, 2020

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

Kristy Lewis called the Board Meeting of the Kentucky Head Start Association to at **10:02 a.m.**, EST, on **1/16/2020**.

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

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

The minutes from the meeting held on September 13, 2019 and April 10, 2019 were reviewed.

- Kim Fithian made a motion to approve the minutes from September 13, 2019. Libby Brown seconded the motion. All approved. Motion carried.
- Libby Brown made a motion to approve the meeting minutes from April 10, 2019. Rob Jones seconded the motion. All approved. Motion carried.

## Guest Speakers

**Kentucky Head Start Report:** Kari Whitt from the Kentucky Center for Statistics presented the Head Start report. They are working to correct and update data to ensure it is as accurate as possible. Through the report, grantees can gather information and compare counties served by their program or other programs in the state. The site also allows grantees to view Kindergarten entry data provided by the department of Education. By 2022, the report will also provide information through the 3<sup>rd</sup> Grade. This will allow programs to assess a more long-term impact of Head Start by tracking students' progress as they progress through elementary school. John Mountjoy asked if the needs gathered from Head Start grantees last year were reflected in the current report. That information will not be available, but KY Stats is able add or delete data needed. Demographic data is currently self-reported; however they may begin utilizing some data from CFS as they also have a data sharing agreement.

**KidSight Program Updates:** Karen Hayse from the Kentucky Lions Eye Foundation provided information about the SPOT Vision Screener and their KidSight program. The Kentucky Lions Eye Foundation are willing to visit Head Start sites to conduct the vision screenings and/or conduct trainings on how to utilize the vision cameras. For programs with their own cameras, the Lions Eye Foundation would still like to receive data on the number of children screened and the number referred.

### **KHSA Strategic Planning Update**

John Mountjoy provided an update on the strategic planning process. New vision, mission and values statements and corresponding goals were developed through the process. The final stage of development includes establishing measures and objectives with the last goal. The Strategic Planning Committee will meet at the end of January to finalize the Strategic Plan. It will then be distributed to the full board for review and opportunities for revision and comments. After the commentary period, the document will be available at the annual meeting where the board will vote to approve and adopt the Strategic Plan.

### **KHSA Officer Vacancies**

There are two openings on the executive committee, 1<sup>st</sup> Vice President and Treasurer. The following proposed candidates were approved by the executive committee yesterday:

- 1<sup>st</sup> Vice President: Rhonda Martin (Bell-Whitley)
  - Libby Brown made a motion to approve the nomination. Kim Fithian seconded the motion. All approved. Motion carried.
- Treasurer: James Peters (Northern Kentucky)
  - Rhonda Martin made a motion to approve the nomination. Libby Brown seconded the motion. All approved. Motion carried.

### **President's Report**

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

- Kristy provided information regarding the Early Childhood Councils. Several changes are underway in which several counties will merge into one.
- Kristy reminded programs to continue registering for the KHSA annual conference and the Region 4 Conference.
- Sally Shepard is unable to join the meeting today due to illness. She emailed Kristy the following report: The Executive Director of the GOEC, Linda Hampton, has taken a position with Save the Children. A new Executive Director is expected to be hired in the next few weeks. Finally, Kentucky did not receive the continuation for the PDG grant.

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

Rhonda Martin had nothing to report.

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

Martina Roe was not in attendance; however Kristy discussed Martina's updates to the executive committee from yesterday's meeting regarding the Community Action fly-in to the regional office that occurred in December. Rhonda Martin and other Head Start directors were able to provide more information the meeting. The meeting was well received and gave Directors the opportunity to build partnerships with the regional office and have face-time with their Program Specialist. Kristy would like to set up something similar for all Kentucky grantees on behalf of the association.

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

Erika Casey was not in attendance.

### **Parliamentarian's Report**

Cindy Graves gave the Parliamentarian's report. Per the By-Laws, on even years the following positions will be up for election: 1<sup>st</sup> Vice President, Secretary, Parliamentarian and Treasurer. A nominating committee must be appointed by the President and is typically chaired by the Parliamentarian. Libby Brown and Missy Saylor were appointed to begin working on a slate with nominations for open positions.

### **Treasurer's Report**

John Mountjoy provided the financial report. Registration funds from the conference are coming in regularly. It appears that we are slightly overspent; however this was because of the way payroll expenses fell and should be corrected with additional incoming conference dollars. Financial information was distributed in today's packets. Rob Jones made a motion to accept the financial report. Rhonda Martin seconded the motion. All approved. Motion carried.

### **Public Relations Officer**

Libby Brown, Public Relations Officer, had nothing new to report. She asked about the outcome of the CAK breakfast. Rob Jones reported that there were about 45 office visits and the breakfast was well attended.

Libby also asked about the participation in Head Start Heroes. The week of February 3<sup>rd</sup>, is the KHSA day at the capitol. Lakeshore Learning will be providing posters highlighting "Head Start Heroes" from each program. The associations is asking for a success story regarding a notable Head Start alum that can be displayed for legislators. These will also be displayed during the KHSA Conference.

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

Sally Shepard was not in attendance.

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

John Mountjoy reviewed the Executive Director's report. The creation of the KHSA member directory is still in progress. Most programs have provided information regarding their key management staff; however some information is still needed from programs. John encouraged programs to provide this information as soon as possible. A reminder for updates will be distributed quarterly to ensure it remains up-to-date and accurate.

The statewide credentialing and curriculum survey has been well received. Many programs have responded and results will be distributed soon.

A quarter of all Head Start programs in the state have been visited. Next week John and Jessica will visit Lake Cumberland. The main issues that have been heard include: staff retention, training and improved relationships between programs and school districts.

The KHSA job board is available on the website. Programs can send employment opportunities for openings within their program. KHSA promotes those openings on social media as well.

Several programs and John will be attending the NHSA conference in Washington DC. Kristy and John are working to schedule meetings with legislators during the visit.

Planning for the annual conference is underway. The association has already brought in over \$10,000.00 in registration fees. The conference will be March 17<sup>th</sup>-19<sup>th</sup>. The executive

committee will meet on the 17<sup>th</sup> and the full board meeting will be on the 19<sup>th</sup>. There will be a few opportunities for parent training at the conference.

With no additional business, Kristy Lewis adjourned the meeting at **11:16 a.m.**