

## **Kentucky Head Start Association**

Board of Directors Meeting  
Tuesday, February 2, 2021  
Noon ET via Zoom

Draft Meeting Minutes

*A video recording of the entire meeting, including all materials, may be found here:*  
<https://www.youtube.com/watch?v=SfMim93tolY&t=6468s>

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### **Presiding – Kristy Lewis, KHSA President**

- Kristy Lewis called the meeting to order at 12:02 pm ET, called the roll and established a quorum.
- Following a motion from Jessica Coffie and a second from Shawnda Smith, the Board of Directors' meeting minutes from June 8, 2020, were approved.
- Kristy Lewis introduced Alex Page, Patrick Ryan, and Johnathan Dills from Lakeshore Learning to share a presentation on current and upcoming products and services available to Head Start and Early Head Start programs in Kentucky.
- Kristy Lewis introduced Dr. Sarah Vanover from the Kentucky Cabinet for Health and Family Services for a series of updates from the Division of Child Care.

### **President's Report**

- Kristy Lewis thanked everyone for their hard work over the last year.
- KHSA sent a letter to Governor Beshear seeking to include all Head Start personnel in the Group 1B round of COVID-19 vaccinations.
- NHSA will be holding a Vaccine Symposium February 8-10, 2021.
- Kristy Lewis encouraged Head Start programs to inform the families that they serve about the vaccine when they are eligible to receive it; encouraged programs to continue their support of staff members; encouraged everyone to participate in the upcoming KHSA virtual conference (April 14-15); and encouraged teachers to apply for the PBIS Academy.

### **1<sup>st</sup> Vice President's Report**

- Rhonda Martin thanked Kristy Lewis for sending the vaccine letter to the Governor's Office and had no other business to report.

### **2<sup>nd</sup> Vice President's Report**

- Martina Roe reported that Gateway just completed their FA2 Review and shared that the review was all virtual and the review team leader reached out in advance with a document request about

four weeks before the review. About a week before the review, she was sent a list of additional documents they wanted to see.

- For the teacher interviews, Martina Roe and her staff could not pick those teachers that would be interviewed but was informed who they would be about two days before the interviews. Martina was permitted to pick the families that were to be interviewed.
- The PMQI was specifically for the Director; reviewers did not want to hear from other management staff.

### **Treasurer Report**

- KHSA has spent more than was brought in over the last year because of the 2020 in-person annual conference cancellation and rescheduling. The Galt House in Louisville was agreeable to rescheduling the conference(s) to 2022, 2023 and 2024, but required a \$35,000 deposit. The Galt House charged no fees or penalties, and the entire deposit will go towards our future conference expenditures.
- KHSA's financial reserves stand at approx. two years' worth of operating funds.
- All Kentucky Head Start programs (except one) are current with their annual dues – a significant uptick from the last two years.

### **Parliamentarian Report**

- Cindy Graves thanked everyone that had participated in the Bylaws and Governance Review Committee.
- John Mountjoy reviewed KHSA's Strategic Plan as adopted in June 2020 and how it relates to the Bylaws, governance, and operating structure.
- John Mountjoy and Cindy Graves reviewed the proposed changes to the Bylaws.
- Following a motion by Cindy Graves and a second by Jessica Coffie, a roll call vote was conducted with 16 yays and zero nays and the revised Bylaws were approved.

### **Head Start Collaboration Report**

- Amanda Flanary, Kentucky's Head Start Collaboration Director, asked directors to email her if you need the Head Start Listings.
- If any Head Start Directors are having trouble getting the COVID Vaccine, email Amanda Flanary.
- Amanda asked for programs to let her know if they have the Child Care Partnership Grant or are looking at applying.
- The Governor's Office of Early Childhood (GOEC) is in the process of writing for a grant to continue the Preschool Development Grant (PDG) work.

## **Executive Director's Report**

- KHSA will be convening two virtual conferences this year (spring and fall) instead of a single in-person event. The Spring Virtual Conference will be April 14-15, 2021.
- John Mountjoy and Amanda Flanary have been working with NHSA with MOUs.
- Kentucky has won 6 out of 18 awards from the Region IV Head Start Association.
- Region IV Virtual Pre-Conference will be February 17-19, 2021 and the General Conference will be February 23-26, 2021. Those who register for the General Conference will get into the Pre-Conference for free.
- NHSA's Winter Institute will be March 9-11, 2021. John will be setting up Zoom meetings with Kentucky's Congressional Delegation as part of the Winter Institute. NHSA's Annual Conference will be April 19-23, 2021.
- KHSA's Day at the Capitol will not be able to happen this year due to COVID.
- John Mountjoy will be working with Kristy Lewis and the other officers to get the new KHSA Sections and Committees stood up.

The meeting was adjourned at 2:23 pm ET.