

North Dakota Head Start Association Meeting Minutes

Date November 8, 2007

Members Present: See Attendance Roster

xx Quorum present

Visitors / Special Guests Present:

Attendance Roster passed around. Linda Rorman and Tim Hathaway

Call to Order and Review of Agenda:

Call to Order at 9:15 am. Agenda passed out.

Introductions:

Intros made around the table....What are your Thanksgiving plans?

Secretary's Report

Minutes passed out, reviewed, Motion made by Steve S. to approve as written. Second by Allison. DD Motion carried.

Treasurer's Reports

Written report handed out and reviewed. Sharon clarified many areas to the group. Motion made by Tammy H. to approve as written. Second by Allison J. Motion carried.

President's Report

National (NHSA): Julie

1. 24/170 Healthy Marriage grants were funded.
2. OHS Monitoring changes. Looking at enrollment, facilities, education, as priorities. Focus on Standards only – for consistency across the US.
3. DHS now HS Office of Head Start
4. Reauthorization themes. Best version is now in the works. National Alert last night. House and Senate supportive. Era of Accountability. Focus on Creative Arts, Math and Science, Teacher Education and Quality Improvements. President has vowed to veto it just like the SCHIP Bill!
5. Collaboration with Pre-K, 130% eligibility, state collaboration – new role.
6. Migrant, Native American, EHS Expansion (not sure if expansion or new programs)
7. Policy Clarifications – taking some of them back...
8. National Conferences – Indianapolis, Tennessee, Washington, DC

National Call – Allison DD, May see a small increases...2.2???

Regional (Region VIII HSA): Leola

Board Met in South Dakota

1. Review changes.
2. State Association Reports – Montana Lobbyist, South Dakota – PSA Announcements Utah concerned with dues increases, North Dakota – keeping our issues under the hat,
3. Scholarship book – can use old booklet, concerns about the dates..always need State blessing.

4. All Awards must be submitted to State Association in April. Sent off to the Regional before September.
 5. Suggestion to take back to Regional Board Set up a Rubric (criteria with point system) to select winners that go on to the National.
 6. 2008 conference October 21-23 at Little America in Cheyenne WY.
 7. 2007 conference only 600
 8. Elections – Julie VP
 9. Leola is a Chair for a committee
- Budget is about \$16,000

State / Director's and Committee Reports: Directors and other staff

1. SCHIP – veto's twice...Scott had Tim Mathern and Dorgan here regarding SCHIP in ND.
2. NDAEYC – Tammy elected to office...the Board
3. Full Day kindergarten
4. Pre-K, Committee Report – Current Topics
5. Oral Health – Committee Report – Current Topics, State Oral Health Panel Discussion in Fargo, Linda and JoAnn were present. Coalition 9 – 11 in Bismarck Nov. 9, 2007
6. E-Rate – Cheryl working on this access. Cheryl will be contacting the Governor's office regarding letters from OHS and NHSA regarding E-Rate. We may need language put into the Century Code. Legislative action. Action step needed for Century Code language for more than just e-rate...but as an Educational Institution. Research this...protection. Discuss this with Heidi meeting.
7. Higher Ed. Consortium – Allison J. B-3 Endorsement, BA/BS Degree ECE, alignment of courses with Prof Dev. Plan.
8. HENDECCA – Sub committee updates Cheryl, Sharon, Allison J., Allison DD., Julie
9. Voluntary Early Learning Guidelines - 6th edition is out for review. Ages 3-5 only, aligned with K standards. This is not an assessment document. Such a document will come later. Review by November 30, 2007.
10. Professional Development Plan / System, Voluntary Guidelines, effects more of Childcare than Head Start, got an Events Pro software presentation/demo. Gave suggestions to CCR&R. More information coming from the Sub Committees later.
11. Quality Rating Systems Group- intense meeting, busy...steps vs levels, where to begin. Conference call later in the month. Idea...licensed to be part of it. Movement from level to level, talked about language we are using...Head Start, childcare, pre-school,
12. Policy Matters – Reviewing systems and policies across the state effecting children and families
13. Professional Recognition – levels of education, training, level based, incentive based for all participating. Person is rated...not the program. Separate from the quality rating system.
14. Career Development – Tim H. on this committee.
15. PAT – Betty Bostow now running this program.

Program Updates:

Bismarck –Space changes, efforts towards integration with HS and SpEd, position changes
Early Explorers HS/EHS – Inkind challenges – contests for inkind, allowing us to think outside the box for ideas. Serving Bottineau area again.
Williston – full enrollment and waiting list, security system, science and math family night,
Minot – New teachers, conscious discipline, science and math units,
Fargo – separate site meetings, working with PAT on Literacy, Rainbow Bridge – father's event. Goal setting collages with parents (tried first with the staff). Dreams, hopes and goals...do this as part conferences as well...Staff are on loan...Leola and Jenene.
Mayville – Review in December, Pre-K collaboration

Fall Conference Report:

Region VIII – stay away from T-convention. Suggestions Lenzzoni as Keynote \$75,000...ouch!!!!

www.tableworks.com

Check out Children's defense fund...Cradle to...Marian Wright Edleman, Bruce Perry,

Week 1 or 2 in October. No Saturday. Recruit and Market Minnesota Programs.

Call local Institutions for Student discount and attendance.

No NDAEYC the year of 2010

Tribal Populations., Economic advantage
T/A – can assist. Contract ends in 08, did 25 in last program, local staff should train, university focus.
NDAEYC Conference:
Friday all HS
Saturday All NDAEYC
Need to develop policy and procedures...waiting for the check. Have Minot brush up the Contract.
06 discussions – where did \$ go...
08 – Bismarck – goes to Laurel and JoAnn, may be more expensive???

State Collaboration Administrator's Report

Oral Health Report – 2 handouts
Early Learning Guidelines - handout
E-Rate – handouts
Funding discussion – 5 year grants, talked about her guidelines
Federal Initiatives – Health Marriages, Mental Health, Fatherhood, State Policies and Planning with Low income children and families in mind.
Fact Sheets – 4 hot off the press!!!
Shared most recent Grant

State Training and Technical Assistance Consultant Report

Updates: Shared many ideas through out the day, including handouts and TA to the groups/committees

Committee Reports

Professional Development

North Dakota Head Start Association
Professional Development Committee Report
11-8-07

Committee Members: Scott Burtsfield, Laurel Nybo, Lisa Volk, Josh Vice, Lori Berndt, Karen Knowles, Julie Quamme (Tim and Linda joined us for part of the time.)

Committee Activities/ Updates:

- 1) Elections: Chair: Josh Secretary: Laurel
- 2) Strategic Plan:
 - a) 1a. Discussion held on the importance of tracking reasons why employees leave our programs. We will be collecting tools currently being in Head Start programs during exit interviews (E-mail documents being used to Scott), It was suggested to get info. from tribal programs as well. If programs aren't currently collecting this data, ask them to submit the information they would like to have collected.
 - b) 1a. We will change the following time lines:
 - i) Action Step: Learn where teachers and staff are going

(1) Develop: Change from Jan. 2008 to March 2008.

(2) Implement: Change from Spring 2008 to Summer 2008

c) 2. Our committee needs to become familiar with what the TEACH Project is. Each person will try to get some information on this topic. It helps pay for teachers to go to school. It reimburses teachers for classes taken.

3) Discussed Core Training for the Growing Futures Document. There are three categories included in this Growing Futures Document skills, knowledge, & perspectives. The trainings are organized in a way so they build upon each other (cumulative). Information is organized into Blocks. Blocks 1 & 2 are universal for every early childhood person. Block 3 are more specialized according to the individual position. We will be getting a copy of this document and having more discussion on this topic. The next meeting that is scheduled could help us work through this.

Committee Assignments:

- Julie will send an e-mail out to all Head Start programs to submit exit interview tools currently being used in programs. Info. will be e-mailed to Scott and he will follow-up with programs who have not submitted information.
- All members will begin to research the TEACH Project. Send information to Josh and he will bring the info. to the Association in Jan.
- We can do a conference call to discuss the Professional Development Plan – Core Training. Next meeting: December 7 from 1:00-2:00. Linda will have us call a toll free #.

Activity	Strategy	Responsibility	Date To Be Completed
Gather Exit Interview Tools		All Team Members	Dec. 1, 2007
Research TEACH Project		All Team Members	Prior to Jan. 1, 2008
Conference Call re; Core Training	Provide the HS prospective/ input on how to move the strategic plan forward.	All Team Members	Dec. 7 from 1:00-2:00

Report Submitted By: Laurel Nybo

Motion to accept by Allison DD. Second Sharon. Motion Carried.

Current Topics:

Members: Sharon H., Allison D.D., Allison J., Steve, Leola, Jan, Becky

Activity 1. Overview of Pre-K with Legislature. Reviewed a copy of the Pre-K Now overview. Handed out Pre-K Strategy form (Tim's work from yesterday). Clarification of the reasoning for Pre-K, desired effects –

results, roles and partners needed, risks and rewards and resources needed. Made additions to the strategy form.

Task: 1. Decide how do get "White paper" done? 2. Research models of blended funding and programming.

Action Steps: Sharon will contact Pre-K Now about White Paper by Nov. 16, 2007. Will contact other agencies if necessary. We will use NDHSA funds to contract with a writer to produce the White Paper.

Task 2. Contact Heidi Heidcamp to come and discuss strategies on how to contact and work with legislators, the behind the scenes, the inside scoop to working with them. . (Julie doing initial contact to set date to meet with Directors by December 1, 2007.)

Task 3. At next Association meeting discuss models. Everyone should look for models of best practice to share.

Activity 2. Development of an Oral Health Interagency Agreement between Head Start Assoc. and the North Dakota Dental Association.

97% get of children enrolled in our programs get screened, of 100% of children needing treatment only 60% get that treatment. Discussion regarding dental health issues with children in the state. Collaboration office would bring together the stakeholders (Dental Hyg, Dental Assoc, and NDHSA) to work on the MOU and help with the expenses.

Task 1. Assign representatives to the work group. (Joann and Allison D.D. will represent the Committee on the Work group) **Task 2.** Assist in writing the MOU. (Joann and Allison DD will assist with MOU)

Activity 3. Reviewed the Strategic Plan. Many of the areas are reflective of our Activities 1 and 2.

Task 1 Allison DD will review the Plan and blend the Plan to our Activities and Tasks.

Meeting Date: Email each other about status. No face to face, will phone conference if necessary based on email communications.

Agenda Next Meeting: White Paper Progress, Dental MOU Progress, Heidi Meeting Update and Plan of Action resulting from her discussions.

Motion made to approve committee report by Tammy. Second by Jan. Motion Carried.

Public Relations:

Members: Carrin, Mary, Cheryl, Tammy

Activities: Documentary of "Story of North Dakota Head Start". Video. Interview Dallas Knudson, Joan Whaley, Dave and Jane Houser, Cheryl Ekblad, Linda Rorman, Mary Lindbo, Parents. Parent Success Stories past and present. Where we started, where we have gone ...note how progressive our programs have been.

Budget – person to video tape

Timeline – Region VIII 2010 Conference

Assignments: Cheryl contact Directors group and get quotes from videographers by January Meeting. Everyone should bring success stories and/or interview ideas to the January meeting.

Motion made to approve committee report by Allison DD.. Second by Carrin . Motion Carried.

Growing Leaders:

Committee has been discontinued. Added to other area/s.

Unfinished business:

Need new budgets based on new committee structure.
Vision, Mission and Values statements carried over to next meeting.
Email all addresses new member's information. Update to Julie.

Election for Parent Rep to Region VIII Board – February 7-8, Discussion, Nominations.
Voting – Lisa V. parent rep to Region VIII.
Next Association Meeting – January 15 – Directors 9-4, January 16 - Association 8:30 – 3:30, may stay for tour.
Discuss Stipend for parent reps.

Adjournment:

Adjournment at 3:20 pm.