



EHS Governing Board Meeting

December 20, 2017

Meeting Agenda

1. **Call to Order / Attendance** – Chairperson
 - a. **Karen, Jeff, Tim, Ty, Jenn, Sue, Judy, Laura, Morgan**
 - b. **Meeting called to order at 12:04 pm**

2. **Agenda for Approval** – Chairperson – See Attached
 - a. **Action – Vote Approve December Agenda**
 - **Jeff motioned**
 - **Sue second**
 - **Motion Approved**

3. **Minutes for Approval** – Chairperson – See Attached
 - a. **Action – Vote Approve October meeting minutes**
 - **Jeff motioned**
 - **Sue second**
 - **Motion Approved**

4. **Financial Briefing** – NFP Mandy Potts
 - a. EHS Monthly Financial Review – See attached
 - Major change is to the scholarship budget (if they aren't on CCCAP for some reason and supplementing their tuition)
 - i. Originally budgeted \$100,000 NFS
 - ii. Cut down to \$75,000 NFS
 - iii. Is a need especially in Mesa County, we are temporarily putting a hold on any new scholarships and then will look back at them in the New Year
 - Been overly generous with families being able to access the scholarships and looking at it differently moving forward
 - Eligibility is short-term so they have time to get back on CCCAP
 - iv. Once family applies for scholarship are put on tiered basis/process
 - Can get up to 6 months based on situation (significant need)
 - To fill the gap
 - More of a cash need than in-kind need
 - b. NFS Fundraising Update
 - i. **Action – Vote Approve submission of non-federal grant proposals** – December: Gary Community Investments/Open IDEO, January: Buell Foundation, Packard Foundation for Pueblo, Daniels Fund
 - Working with Kristen on IDEO for joint proposal (mentioned as partner)
 - Building a new position between infant and toddler center based care

- Master Teacher type role
- Cohort of at least 12 teachers and leadership cohort along with it
 - Director or Owner (coaching available for both)
- Work with state for professional credential recognition
- Corresponding pay scale adjustment to go along with it
- ELV also submitting one on business services
- January same ones applied for last year
 - Daniels NF match more of a focus on school readiness goals and child outcomes tracking/working towards
 - Also Packard and Buell renewal proposals for NF match
- Bill Jager- contact to get a copy of what he has so far, some of these ideas align with what he already has (Tim to contact)
- **Jeff moved**
- **Sue seconded**
- **Motion Approved**

5. Director's EHS Report – Tim Garcia

a. Director's

- Office of HS Professional Development opportunities this Spring
 - i. EHS Child Care Partnerships Conference in late February
 - Once find out registration, can open up to board members and policy council (will have update in January)
 - Region 8 sets the agenda (Tim to reach out to be able to present, contact Roshelle)
 - ii. Region 8 Leadership Institute in early June
 - Will pass along when we know registration capacity
 - iii. May 1st annual application due
 - Have ready for review in April meeting
 - iv. Self-Assessment and Mid-Point check in meetings
 - Conducting more as a Town Hall with HS monitoring protocols to guide those questions
 - Use that to inform our Action Plan for Continuation
 - Have done by end of February
 - v. Program Specialist from HS region 8
 - Roshelle will visit March 20-23 in Mesa County
 - Annual Site visit at our office on May 4th
 - Board member to be available
 - PC member to be available
 - Start at our office with follow up etc. then would like to go out and see Arapahoe sites in one day
 - vi. EHS Overview Report (Dec. 12)

- Now have 175 CCAP children
- Up to 138 income eligible children
- Current enrollment= 240 without any turnover to address
- Insurance dropped to 128 from 143
 - Attention was on CCCAP if expiration alerts were missed
 - Have providers take a closer look
 - Need have to have date updated and director has to personally go in and do that
 - Make sure directors/owners know how to read the alerts and give it attention
 - Possibly making it a mandatory field would make it mandatory for everyone (not mandatory for the state)
- IFSP
 - Lost several children from aging out, currently have 9 that are in process (lengthy process)
 - Few parents were offered the process and declined
 - Possibly adding a column to add qualified, denied process
 - After several months of declining, moved forward with the process
 - Also looking at children who transitioned
 - Head Start requires us to serve 10% of the children over the course of the year to be in compliance
 - Still think some sites struggle working with children with special needs
 - Struggle with having parent to stay on board (have to go thru several appointments)
 - Sites good about letting them come on site to do the tests at center or home

b. Family Engagement Review – Jennifer García Rosendo

- i. Had cohort of 7 staff and 1 contract staff last year that went thru Family Development Credential (7/8 received credential, all ELV staff received it)
 - Going through 2nd cohort right now- 50% thru the lecture portion and 30% thru the homework
 - Collaborating with Denver Great Kids Head Start
 - Making great connections and

networking

- ii. Loreen Trainer- Trainer for Healthy Options for Preschoolers and Parents
 - Helped make plan for Head Start sites
 - New Year Resolution package (eating healthier etc.)
- c. Early Education & Child Development Review – Ty Johnson
 - i. Started Teachers Learning and Collaborating (TLC) groups in $\frac{3}{4}$ counties, Garfield starting soon
 - Letting facilitators know it's about thorough implementation
 - Using SOLAR Assessment from Head Start to gear TLC's
 - ii. My Teachstone in middle of recertification (CLASS)
 - Utilizing CLASS tool all year round
 - Leadership team making an informal calendar as a checks and balances for utilizing CLASS tools
 - iii. Working on putting together digital coaching library (access for all 4 counties)
 - iv. Participating in some trainings with Clayton
 - Deeper Dive in Data
 - Professional Development into Programs
 - Trying to set up an additional one for trainers and asked to be considered for participating
 - Asked if we can do them in all four counties because of our relationships in the counties
 - v. Director Learning Communities
 - Still have Arapahoe county one
 - Learning on intentional reflection and hopefully will trickle down into teaching staff and teams
 - Goal is to have it in all counties again
 - Ty and Vicki seeing on intentional topics and outcomes to create a framework
 - Leadership turnover= 3 out of 17 centers, 1 home
 - Of 30 partners 28 are from the original group, 14 of the 17 centers have the same director
 - In 3 centers that have switched over directors has been a positive change
 - Ty with her group has been reviewing Service Plans
 - ELOF secondary frame of reference
 - School readiness goals (coaching logs)
 - Service Plans are overall Head Start (ELV plans on how we meet the standards)
 - vi. Aim4Excellence
 - Opportunity to pilot new interface McCormick is using to deliver their modules
 - Testing out with our group and asked for our partnership for new participants to thru new modules
 - Specialists supporting those participants with help from Tim and Ty
 - Cohort is 12 in our network and can earn the credential at no cost (\$1,700 per person value)

- Have 1 year to complete however would like feedback quickly

d. Health & Disabilities Services Review – Karen Melott

- i. Visited Arapahoe, Pueblo and working to meet sites in Garfield in January
- ii. Sent out new forms for Health Screenings
 - Have new forms when going to doctor to have information we need to get
 - New to the providers
- iii. Reaching out to nurses for sites in Arapahoe for needs for screenings
- iv. Touching base with sites on food programs with newer sites
- v. CACFP- touching base and making sure everyone is on board with the sites
- vi. Kim and Karen worked together to modify screening forms in accordance of needs for every county

6. Training – Jennifer García Rosendo

- a. ERSEA (hold off until next meeting)

7. New Business

a. New Board Membership – Chairperson

- i. Pueblo representation- Cindy Bernal
 - Serves on EPIC board
 - Lots of connections and in site in community
- ii. State Licensing Supervisor- Theresa Ribble
 - Supervises licensing contracts that cover Garfield and Mesa County
 - Covers half of service area
 - Worked in licensing in metro area as well (based in Denver but manages work across state)
- iii. **Action – Vote Approval of new membership**
 - **Cindy Bernal**
 - **Sue motioned**
 - **Jeff seconded**
 - **Motion Approved**
 - **Teresa Ribble**
 - **Sue motioned**
 - **Jeff seconded**
 - **Motion Approved**

b. ERSEA Service Plan - Jennifer García Rosendo

- i. Approved last year based on the information of how we are enrolling
 - Reviewed in June
 - October reviewed selection criteria
 - Changed approved prior to being eligible (ended up not being income eligible)
 - Selection criteria- identified few issues in community that weren't reflected on selection criteria this year
- ii. **Action – Vote Approval of ERSEA Service Plan**
 - **Sue motioned**
 - **Jeff seconded**
 - **Motion Approved**

c. PFCE Goals - Jennifer García Rosendo

- i. Worked to make goals more SMART

- Head Start likes goal broad and objectives SMART
- Added more measurements to create SMART goals
- ii. Add an update once each year
- iii. **Action – Vote Approval of PFCE Goals**
 - **Jeff motioned**
 - **Sue seconded**
 - **Motion Approved**

8. Old Business – Tim Garcia

a. EHS Noncompliance

- Background checks- received notice in late August going into Corrective Action period
- Submitted in October our Corrective Action Plan to submit and was approved
 - Formally submitted and spoke to Roshelle about it and won't act on it before Corrective Action period is closed
 - Will ask to see documentation after
- Corrective Action period ended last Friday (15th)
- Roshelle isn't alarmed by it at all
- Already scheduled out visits for late Spring to sites
- Tim will follow up as to what next steps are, formally close loop
 - Hopefully next time have more concrete update
 - Left under the impression on right track

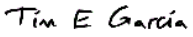
9. Announcements – Tim Garcia

a. ELV Quarterly Staff Meetings/Trainings: December 4th-7th

- Family Development Credential Cohort, QCCP meetings, and ELV wide meetings
 - Kim lead 4 hour Conscious Discipline training
 - Emergenetics
 - CORE training with Tristan
 - Self- Assessment and Data
 - Annual PIR Accuracy (importance of accurate data in CORE)


10. Adjournment – Chairperson


a. Sue adjourned at 1:25pm

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Next Meeting: February 21st, 2018
 CIG – 18 Inverness Place East – Englewood, CO 80112