

ARKANSAS HEAD START ASSOCIATION
DIRECTORS/STAFF/PARENTS/FRIENDS CLASS MEETING

Wednesday March 27, 2024

11:00 am – 1:00 pm

Minutes

- I. Roll Call: The meeting was called to order at 11:00 am. The following members and guest participated via in-person and zoom: Cyndi Musick, Barbie Baxter, Shirley Pulliam, Amy Salazar, Jennifer Thomas, Christie Campbell, Jana Bays, Whitley Bryant, Jackie Burton, Latasha Dodd, Dorothy Jenkins, Myra Wood, Jackie Govan, Tasha Moore, Robin Jones, Rocy O’Keefe, and Deana Howell

- II. Approval of Minutes: **Cyndi Musick made a motion to approve the minutes of January 17, 2024 as submitted. Dorothy Jenkins seconded the motion. All were in favor. The motion was carried.**

- III. **Guest Speaker:**
 - a. Tonya Williams, Director, Arkansas Department of Education, DESE, Office of Early Childhood – was unavailable.

 - b. Tasha Moore- Spanish Consultant, Owner and Instructor of Tasha Teaches Spanish. She provides private and public services customized for businesses that focus on the 4 Components of Language: reading, writing, comprehension, and speaking. Interpreter services are available in-person or virtual. Cost is based upon the identified need(s) with emergency service options available.

 - c. Robin Jones and Rocy O’Keefe, LENA, spoke about the program platform to track interactions between educators and students to improve child outcomes and teacher retention. The goal of LENA is to increase student’s conversational skills. LENA can be used in compliance with strength based coaching and PD is offered fee through the state. Currently funded to service birth to three in northern and central Arkansas.

- IV. **Old Business:**
 - a. Dollar per Child: Deana Howell reported that as of date \$5,635.23 has been collected. She reminded members that we need to contribute to the NHSA conference.

 - b. Membership Dues Report: Deana Howell reported that we currently have received \$44,590 with \$1,065 owed for 2023-2024. UAPB is in process of making payment. The next cycle will be invoice in July 2024.

 - c. Birthday Celebrations (March and April); happy birthday to Whitley Bryant, Jennifer Thomas, Cyndi Musick, and Barbie Baxter.

 - d. Arkansas Head Start Association Strategic Planning-
 - i. Jackie Govan reported on Goal 1: complete; Goal 5: working with state partners to determine collaboration will be beneficial for Head Start; Goal 8: statewide training on trauma informed, racial and equity bias. The Racial Equity website is complete and waiting final approval. Resource links and trainings are embedded.

- ii. AHSA Strategic goal 2: Jennifer Thomas reported the committee will be working with grantees and collaborative partners to disseminate information, steps to accomplish task, how to increase staff class representation.
 - iii. Goal 3: reported they are in process of assembling a committee to work on increasing knowledge and skills for Content Area Specialist in Head Start and Early Head Start and develop a Training Needs Survey which will be used to plan for the AHSA Institute.
 - iv. Goal 4: no report.
 - v. Goal 6: Jackie Burton reported the committee is working on increase attendance at the AHSA meetings, provide training to board members, and send notices prior to event date.
 - vi. Goal 7: Deana Howell reported that Dollar per Child packets are reviewed annually, increase program participation supporting funds for the campaign, and in the process of preparing a survey to obtain feedback from grantees how they collect Dollar per Child.
- e. Revised AHSA Bylaws- Shirley Pulliam reported that all changes have been updated and have been submitted. Information was added about the Region VI Scholarships. Before the final revision can be reviewed, the 1st revision packet must be approved. Shirley stated she would get that information for the board for approval.
 - f. Racial Equity Website: Jackie Govan shared that the site is complete with resources and training options. The next step is to get approval from Governor Sander's office and Tonya Williams.
 - g. Arkansas LEADS: Working on a strategic plan and looking into getting all 75 counties to go through the 2nd cohort. Question was poised to when and where are the meeting and what group is not represented in the state?
 - h. AHSA Nominating Committee: it was stated that a staff and parent representative need to be selected from each program.
 - i. The list has been updated
 - ii. **Jackie Burton motioned to approve the list of AHSA members for 2024-2025 year. Cyndi Musick 2nd to accept the motion for approval. The motion was moved in 2nd and accepted by majority vote.**

V. New Business

- a. AHSA's Certificate of Deposit: New Horizon Bank was the holder of AHSA's certificate of deposit. Due to conflicting circumstances and changes in rates, AHSA's certificate of deposit has been moved to Bank of America with a higher yielding interest rate of 4.75%.
- b. Future of the AHSA/HSSCO: the collaboration office may potentially have to move to the Arkansas Department of Education due to requirements in the LEARNS Act. This will create potential complications in funding the Arkansas Head Start Association Office because of the shared expenses of the Arkansas Head Start Association and the Head Start State Collaboration Office. The Association income is derived from membership dues and institute revenues. We will need to implement new ways to fund the association.
- c. Statewide Book Study: Jackie Govan requested that each program share the information about the book study "Burn Out" to increase participation.
 - i. The next reading of "Burn Out" will be April 23, 2024 over chapters 4, 5, and 6.

- d. Office of Refugee Settlement: Jackie Govan reported that there are over 700 families and children in the NW region of the state and about 75 families in Little Rock that need childcare so families can work and support their families.
 - i. Transportation is a major concern for families.
- e. Arkansas Head Start Association's Audit/990: Jackie Govan reported that the audit is complete and needs approval from the board on the 990. The audit results were good and all information complies with acceptable accounting practices and content.
- f. Institute Planning Schedule 2024
 - i. Institute Chair/Co-Chair: Jackie Govan shared that registration is still open and this is the lowest year thus far for attendance. Jackie encouraged all program to participate in the Institute. May look into offer an incentive to the program that has the most participants.
 - ii. Conference Packet: Packets will be assembled on Monday, April 29.
 - iii. Decorations/Door Prizes: No report provided.
 - iv. Silent Auction: Deana Howell reported several programs have provided descriptor of their basket of choice. All registered programs should bring their gift item(s) to the Institute on April 29, 2024.
 - v. Exhibits/Sponsors: We are making progress on exhibits and sponsors.
 - vi. Finance/Budget: Institute budget was included in the packet.
 - vii. Hospitality: The committee is in process of getting items and decorations for the hospitality room.
 - viii. Publicity: Jackie Govan shared that the flyer has been updated to include guest speaker information.
 - ix. Registration: Registration is still open and will continue throughout the Institute for individuals who want to attend only a specific day. The committee discussed an incentive program for agencies that registers the most people.
 - x. Pre-Institute- All for papers have been received.
 - xi. Program-Call for Papers have been received and the program is complete with all sessions filled.
 - xii. Evaluations/Facilitators-Jennifer Thomas shared, due to low number of registrations and conflicting issues, many participants are waiting to register. Obtaining facilitators has been difficult, but frequent emails have been sent to programs soliciting volunteers. Jennifer will work with Deana to get a current list registered participants to maximize point of contact.
 - xiii. Equipment-Jackie Burton reported that 3 projectors are needed.
 - xiv. Special Events (not on timeline)-Jackie Govan discuss that the Director of Head Start-Khari Garvin, Motivational Speaker- Dr. Robert Lemons, CEO/ARVAC- Stephanie Garner, Sr. Director of Business Development/SHINE Early Learning- Nicole Taxiltaridis, CEO & Founder of Tracy T. Rowe & Co.- Tracy Rowe, and Deputy Director/national Head Start Association- Tommy Sheridan.
 - xv. Signs/Printed Materials-Will be printed at the association office
 - xvi. Prior to Institute Detail (Set-up Crew): We will need volunteers to begin stuffing bags and setting up bags at 9:00 am on Monday, April 29.
 - xvii. Post Conference Detail (Clean-Up Crew): We will need volunteers to help pack up materials to be returned to the office. Deana will send an email out closer to the date for volunteers to sign up.

VI. Reports

- a. Arkansas Early Childhood Commission (SAC): Barbie Baxter reported on the January 16th meeting updates:

- i. Behavior Guidance was a major topic of discussion. No decisions were made and it was agreed to continue the discussion at a later date.
 - ii. It was discussed how program are struggling to meet funded enrollment to meet the needs of families and children.
 - iii. The TEACH program is still available access. The next meeting date is April 16, 2024.
- b. Arkansas Head Start Association State Collaboration Office: Jackie Govan reported she will share feedback of grantee site visits once all visits are complete. Two grantees are left to visit.
 - i. A few concerns were identified, critical issue with ABC programs opening in service areas where there existing HS programs.
 - ii. The summer EBT Card Feeding program disbursement will tentatively begin July 2024. All information has been submitted by grantees. All eligible children will directly receive \$120 EBT card in the child’s name.
 - iii. Jackie will attend the AECA Conference and will present on Trauma Informed and Bias in the Workplace.
- c. Region VI Head Start Association: Jackie Burton reported the next Region VI conference will be held in New Mexico (dates are pending).
 - i. Albert Black, from Texas, is the new Region VI President
- d. Arkansas Head Start Association Institute: Jackie Burton reported the AHSA Institute will be held April 29, 2024 – May 3, 2024 in Little Rock at the Double Tree Hotel.
 - i. The Opioid Summit will be April 30th
 - ii. April 8th is this the deadline to register at discounted rate at the Double Tree.
 - iii. April 10th will be the AHSA Work Day at the collaboration office from 9:00 – until.
 - iv. Wednesday night, May 1st is “Come as You Wish”; Thursday May 2nd is the “Masquerade Award Reception Dinner (dress for the occasion-mask).
 - v. Wednesday May 1st, Head Start Director, Khari Garvin will speak during Opening Session with updates from the OHS.
 - vi. Ten Region VI officials will be in attendance.
- e. National Head Start Association Updates: Jackie Govan reported the collaboration cannot go to Capitol Hill.
 - i. President Biden approve funding for \$12.27 billion; this is a record funding increase of \$275 million.
 - ii. COLA has been approved or 2.3%.

VII. Announcements

- a. Arkansas
 - 1. Dollar per Child collected today, \$33.00.
 - 2. Arkansas a. AR Head Start Association Institute/Opioid & Substance Misuse Summit: April 30-May 3, 2024.
 - 3. AR Community Action Agencies Association Conference, May 20-24, 2024- Wyndham Hotel, NLR, AR.
 - 4. 2024 Powerful Conversations with Fathers: July 9th, and November 12th.
- b. Regional
 - 1. Region VI Head Start Association Conference: New Mexico-To Be Announced.
 - 2. Region VI Head Start Association Board Meeting-To Be Announced.
- c. National

1. 2024 National Conference & Expo, Portland, Oregon from April 15-18, 2024.
2. Inclusion Conference, May 6-9, 2024.
3. National Head Start Association's 2024 Fall Leadership Institute, Washington, D.C., September 23-26, 2024.
4. National Head Start Association Parent Conference: San Diego, CA, December 16-19, 2024.

VIII. Next Meeting Date: **Class Meeting: Thursday, May 2, 2024 3:15 pm.**

IX. Adjournment: **A motion was entered to adjourn the meeting by Cyndi Musick, and a second was entered by Shirley Pulliam. It was motioned and carried in second that the Class Meeting adjourned at 1:08 pm.**

Submitted by

Jennifer Thomas