

## HEAD START COLLABORATION and EARLY CHILDHOOD SYSTEMS

*“Through statewide partnerships, the Nevada Head Start Collaboration and Early Childhood Systems Office enhances relationships, builds systems, and promotes quality comprehensive services to meet the needs of young children and their families.”*

### **Leadership Team Meeting**

**Wednesday, May 15<sup>th</sup>, 2013**

**9:30am – 12:00pm**

#### **Location**

**Department of Health and Human Services  
Youth Parole Bureau Conference Room  
560 Mill Street, Second Floor, Reno, NV 89502  
Dial Toll Free: 888-363-4735  
Participation Code: 8293971**

### **MINUTES**

#### **I. Introductions**

Margot Chappel called the meeting to order at 9:35am.

#### ***Lead Team Members Present:***

Margot Chappel, Nevada Department of Health and Human Services, Head Start Collaboration and Early Childhood Systems Office (HSC & ECS Office)

Sherry Waugh, UNR Early Head Start

Sally Dutton, Nevada Department of Health and Human Services, Grants Management Unit

Karen Stephens, Nevada Department of Education

Anna Severens, Nevada Department of Education

Ann Polakowski, Nevada Department of Health and Human Services, Division of Child and Family Services

Deborah Aquino, Department of Health and Human Services, Health Division, Maternal and Child Health

Brenna Malone, Head Start of Northeastern Nevada

#### ***Guests Present:***

Janice Lee, Nevada Technical Assistance Center for Social and Emotional Intervention (TACSEI)

Teresa Oster, STG International, T/TA Nevada Head Start

#### ***Lead Team Members Absent:***

No members were absent.

#### ***Staff Present:***

Carol Gilman, Nevada Department of Health and Human Services, HSC & ECS Office

#### **II. For possible action: Review and Approve February 20<sup>th</sup>, Minutes\*\***

No changes were noted.

- Sherry Waugh motioned to approve the minutes as written.
- Karen Stephens seconded the motion.
- All members were in favor.
- There were no abstentions or oppositions.

### III. Update on Early Childhood Advisory Council (ECAC) projects – Margot Chappel

- **HSC & ECS Office Update**
  - During the last six months, DHHS has had three different Deputy Directors. During these transitions Ms. Chappel has worked to communicate information about the office programs and vision, build strong relationships, and continue to manage programs and projects effectively.
  - The HSC & ECS Office may move in to the Governor’s Office. More information will be available after the Legislative Session ends.
  
- **Silver State KIDS (Kindergarten Inventory of Development Statewide)**
  - **Two Year Pilot:**
    - Funding is allocated in the P-16 budget to fund Teaching Strategies Gold (TSG) for half of all of the children during the first year and all children the second year. Participation is voluntary.
  
  - **School District participation updates:**
    - Letters of Interest were sent out to school districts in March to determine level of interest to participate in the two year pilot. Six districts responded positively. Two responded declining participation in the first year. Even though the deadline has passed, Districts can still participate.
    - Districts that will participate so far include:
      - Churchill, Washoe, Mineral , Storey, White Pine, and Lincoln
    - Other District updates:
      - Charter Schools – Ms. Chappel spoke with Steve Canavero who indicated certain schools may be interested in participating. Brenna Malone stated she would contact Mr. Canavero for updates.
      - Clark County – The Nevada Department of Health and Human Services (DHHS) responded to questions that Clark County School District (CCSD) submitted. One of the questions asked was what would be their cost per child. The DHHS responded that the State instead of Clark County would cover the costs. Ms. Chappel is communicating with Julie Kasper and has not received word yet on the District’s level of participation. Clark County has a new superintendent of schools and this may be causing a delay to determine how they would like to proceed.
      - Elko County – No response has been received at this time. Brenna Malone stated she has been in contact with Shawn Carsrud with the Elko County School District. She stated he still has questions and Ms. Malone will follow-up with him. She mentioned to him that this would be a good opportunity for a rural county to provide feedback. Anna Severens

mentioned that she is working with Mr. Carsrud and Lynette MacFarlane on P-3 sessions for the Elko Early Childhood Conference August 15<sup>th</sup>, 16<sup>th</sup>, and 17<sup>th</sup> and there could possibly be a conflict between vacation time and this event for the district to participate in the Train the Trainer sessions. Ms. Malone stated teachers preferred the dates for the conference.

- Nye County – Is not interested in participating.
- Carson City – Will participate the second year.

○ ***Train the Trainer:***

- A sole source waiver to contract with Teaching Strategies Gold (TSG) was not approved by the State Purchasing Division. Because the Purchasing Office did not put the project out for competition per NRS, the sole source waiver did not meet the right criteria. The HSC & ECS Office provided the comparison analysis conducted by SEI to the Purchasing Division verifying that a comparison process was used during the planning of the project. If TSG is not approved as a sole source contractor, the state may be able to contract through a joinder with Clark County School District as part of their RFP for a Universal Assessment tool. Sherry Waugh asked what the age range was for the Universal Assessment project and Anna Severens stated they did not know at this time. Ms. Chappel is continuing to work with the State Purchasing Department on approving the contract.
- The ECAC approved to pay TSG \$100,000.00 to provide the Train the Trainer sessions for twenty five people - \$4,000.00 per person.
- Proposed dates for training: July 29<sup>th</sup> and 30<sup>th</sup>.
- Twenty five spaces are available for school district and other representatives to participate. Districts would send a team and there are limited slots for representatives outside of school districts. (Sherry Waugh and Teresa Oster will participate.) Ms. Chappel asked the group to let her know if there is anyone else who would be important to have participate in the training.

*Goals of Training:*

- Train representatives from each participating county so they can train teachers in their communities.
- Include representatives from higher education institutions so that information can be imbedded into college coursework and informal trainings to prepare early childhood professionals on school readiness and alignment with common core state standards.

▪ ***Other comments and discussion:***

- Brenna Malone stated Head Start of Northeastern Nevada uses TSG and training that was provided to her staff could have been improved.
- Anna Severens stated it is important to have Clark County and Elko County School District's participation.

▪ **BUILD Initiative**

- Larry Charlton resigned from the ECAC as the business representative. He was in contact with the Wind Song Foundation who is considering funding this project. Larry's position will need to be replaced.
- Margot Chappel is now communicating with the Wind Song Foundation about funding BUILD.

- **Legislative Updates**

- **AB 79 - ECAC**

- At the end of June, the current ECAC bylaws will be null and void.
    - The existing Council members will remain in place until the Governor has appointed new members.
    - Everything will shift and it is not known at this time where the Council will be housed.
    - It is explicit in the Bill that the Head Start Act outlines how members are appointed and which entities are represented.
    - Assemblyman Bobzien first introduced the Bill and Assemblyman Eliot Anderson is now the lead on the Legislative Education Committee.

- **AB 109 – Training Hours**

- Would require early care and education professionals who work in child care centers and preschools to complete twenty four continuing education credits each year instead of fifteen. The current version of the bill states this would not apply to family day care home providers.
    - ECAC member Gary Vause testified against this bill during the session.

- **AB 163**

- Twenty million dollars is budgeted to fund additional pre-k programs for the next two years.
    - Bill is currently being reviewed by the Education as well as the Ways and Means Committees.
    - During testimony at the last hearing, the Head Start Impact Study Report was cited as stating that Head Start does not work. A Senator stated during the hearing that he participated in Head Start and thought he was a good example of how the program works.
    - There is clearly an opportunity for Head Start grantees to testify that better describes the positive impact of Head Start and to clarify the cause of the fade out effect is often due to children entering low quality schools after Head Start.
    - Margot Chappel commented on the Food Bank hosting of the movie “A Place at the Table” which powerfully illustrates the struggles of the working poor and how difficult it is to get ahead.

- **Expansion of Full Day Kindergarten and English Language Learners**

- Anna Severens stated that these bills and initiatives by the Governor are moving forward and she is working with Title I programs and staff.

- **Governor’s Office Update**

- The HSC & ECS Office may move in to the Governor’s Office and is waiting until the Legislative Session is over to find out more information. This would be a temporary move and it would need to be determined later where to house all state early childhood programs and offices.

#### **IV. Crosswalk Alignment Update – Anna Severens**

**Anna Severens provided copies of the draft Crosswalk Alignment.**

- Copies of the document were shared at the Nevada Association for the Education of Young Children and Mega Conferences.
- Formatted in a similar design to match the pre-k standards document.
- The Nevada State Board of Education will be asked to approve the document at the next Board meeting in July, which should be helpful to support alignment and buy-in from teachers.
- Support is needed around printing documents and trainings.
- Sources for funding include HSC grant allocation of \$20,000.00 (originally \$25,000.00 but reduced due to Sequestration budget cuts) and the Council of Chief State School Officers training and technical assistance grant. Teresa Oster asked if TSG aligned with the common core and if they could possibly support this project. Anna stated TSG is aligned.
- **Trainings:**
  - Need to focus on communicating the connection between pre-k and school that emphasizes the five domains of development. Trainings need to engage teachers on P-3 alignment.
    - Opportunities to create more P-3 connections continued through presenters at the Mega and Nevada AEYC conferences.
  - Sherry Waugh stated the importance and connection of providing quality early childhood environments where children will be ready for school.
  - Brenna Malone stated following the five domains creates confidence and skill building in young children and there needs to be a perception shift.

**Next Steps:**

- The group will vote to allocate funds towards this project as part of Agenda Item V

**V. For possible action: Reaffirm or reallocate HSCO Funding for Aligning Learning Standards Across the P-3 Continuum \*\***

- Original budget amount: \$25,000.00.
- Due to Sequestration budget cuts, amount is revised to: \$20,000.00.

**Recommended to allocate funds to support the following:**

- Document printing.
- Birth through 3<sup>rd</sup> Grade Summit. (Training opportunity to engage pre-k and school partners.)
- **Birth through 3<sup>rd</sup> Grade Summit:**
  - Modeled after National Governor's Association Summit that was held in March.
  - Still in planning stage. Teresa Oster and Sherry Waugh would like to participate as part of the planning team.
  - Date: September or October.
  - Audience: County teams that include early childhood representation.
  - Topics: Math, literacy, social-emotional skills.
  - National and state presenters.
- Sherry Waugh motioned to reaffirm HSC funding for aligning Learning Standards across the P-3 Continuum.

- Brenna Malone seconded the motion.
- All members were in favor.
- There were no abstentions or oppositions.
- Motion carried.

***Other Discussion:***

Governor’s Birth through 3<sup>rd</sup> grade Literacy Summit took place on May 10<sup>th</sup>.

- Focused on literacy and connection to Striving Readers Project.
- Governor Sandoval, Rorie Fitzpatrick, and Ellen Frede participated and spoke during the Summit.
- Audience: Legislators, policy makers, stakeholders, superintendents, and local ECAC representatives. Sherry Waugh and Margot Chappel attended.

Margot Chappel spoke with Fred Boyd who is the owner of Napa Sonoma at the Governor’s Literacy Summit. He is working with other business people in Washoe County to focus on literacy and is interested in reaching out to other programs to support children’s literacy. She will talk with him to find out more information and will connect him with Sherry Waugh who is a member of the Washoe County ECAC.

**VI. For possible action: Determine Partnership Committee Status\*\***

***HSC & ECS Office Updates - Margot Chappel:***

- There are no state funds designated for the office and Margot Chappel and Carol Gilman will continue as primary office staff.
- ***Early Childhood Systems Grant:***
  - Application was submitted in April and the grant awards should be announced by August 1<sup>st</sup>.
  - Infant and toddler health focus.
- ***Comprehensive Plan Project – ECAC:***
  - Goal of the project is to create a plan so that every child is in a quality early care and education environment.
  - Social Entrepreneurs, Inc. (SEI) was the only proposal submitted and the ECAC approved SEI as the project contractor.
  - Project workgroup participants: Margot Chappel, Anna Severens, Patti Oya, and Angela Triche.
- Should we continue Partnership Committee meetings, especially since the last two meetings did not have a quorum? Ms. Chappel recommends linking the Lead Team to the ECAC and having statewide early childhood summits once or twice a year instead.

***Head Start (HS) needs discussion:***

- Sherry Waugh expressed concern that the HSC would lose a HS focus without the Partnership Meeting and with the increased work load in the HSC & ECS Office.
- Brenna Malone stated the importance of communicating with grantees in a streamlined way on how state initiatives may impact HS programs and their communities. Knowledge of how HS aligns with these initiatives is important as well as supporting and advocating for HS programs to contribute and participate in discussions where they can offer expertise and collaboration. Scheduling grantee visits would be helpful for grantees to communicate their specific needs and find out information on state initiatives. Ms. Malone stated communication on the Silver State

KIDS project and ECCS grant application could have been improved to better describe the projects and Head Start participation.

***Summary of how HS needs support:***

- Communication - Two way communication on state initiatives and their impact on HS. Engage programs so that they can participate in discussions with partners and stakeholders.
- Advocacy and Collaboration - Support public awareness of Head Start expertise and impact to communities and state initiatives.

***Possible approaches for HSCO to address HS needs:***

- Schedule Head Start grantee visits with Margot.
- Provide a summary of state initiatives and future projects.
- Create newsletter.
- Send out a weekly update of state initiatives.
- Continue with monthly Nevada Head Start Association check-in calls.
- Have Nevada HS Association meetings absorb Partnership Committee meetings. HSCO could provide support in a different capacity.
- Create a Google calendar with events and activities.
- Postpone Partnership meetings until further notice.

***Next steps:***

- Nevada Head Start Association will discuss the possibility of merging Partnership Committee meetings as part of Nevada Head Start Association meetings. HSCO would provide support in a different capacity.
- Margot Chappel and HS grantees would schedule program visits.
- Carol Gilman to research setting up Google calendar.
- Leave item on agenda for the next Lead Team meeting.
- Margot Chappel will send out an email to announce that the June Partnership Committee meeting is cancelled and postponed indefinitely pending Legislative updates and possible reorganization of Partnership Committee.

**VII. Head Start Association Update – Brenna Malone and Teresa Oster**

Sequestration cuts did not impact funding for T/TA support.

***Trainings:***

The Nevada Head Start Association is now charging a fee for trainings that will provide revenue for the Association.

- ***National Center Trainings:***
  - Training Centers communicated concern about sending trainers to only a small group of participants. Ms. Oster communicated to the National Centers that Nevada has a smaller number of grantees and staff that can participate. To create higher enrollment in the trainings, they are offered to other early care and education professionals.
  - Family and Community Engagement training begins today in Reno. Training will cover topics on how to fully engage families.

- An Early Head Start focused Infant & Toddler Training is scheduled for August 19<sup>th</sup> and 20<sup>th</sup>, though dates may change to August 6<sup>th</sup> and 7<sup>th</sup>.
- **Other Training Opportunities:**
  - Sacramento Home Visiting Model – Sherry Waugh spoke with the program representatives and they can provide a training on this model. This may be a good opportunity to collaborate with Deborah Aquino from the Nevada Home Visiting program. Teresa Oster asked who the audience would be for this training. Ms. Waugh responded that it is most likely a train the trainer format for teachers who carry out home visits, but she would find out more information.
  - The Parents Interacting with Parents training may provide an opportunity for the Association to collaborate with Nevada TACSEI. Possibly provide a Home Visiting track.
  - Home Visiting Rating Scale (HOVRS) training. Nevada Head Start Association can collaborate with Nevada Home Visiting to support funding for the trainers.
  - Practice Based Coaching training with Mary Louise Hemmeter and Rob Corso may be scheduled for September or October.
  - STEM (Science, Technology, Engineering, and Mathematics) Institutes will take place in October.

**Meetings:**

- The next Association face to face meeting is scheduled for June 11<sup>th</sup> in Reno.
- The Region IX Head Start Association will also hold its meeting in Reno on June 11<sup>th</sup> in the afternoon and work on strategic planning on the 12th.

**VIII. T/TA Update - Teresa Oster**

Teresa Oster provided updates during the Nevada Head Start Association agenda item update.

**IX. Home Visiting Update – Deborah Aquino**

- **Program Updates:**
  - Programs are in full swing.
  - New contract with UNR Early Head Start will expand service areas.
- **Continuous Quality Improvement Plan:**
  - Social Entrepreneurs, Inc. worked with Nevada Home Visiting Program to create local and state level plans.
  - The plan has been approved and is ongoing and evolving.
  - REDCAP has been helpful in this process.
- **Data Collection:**
  - There are some database challenges and all changes need to go through the State Office of Internet Technology.
- **Resources:**
  - A resource directory is available on the Home Visiting website and resources are available by county.
  - The Healthy Homes website also has resource information.



- **Trainings:**
  - Brenna Malone asked if the Home Visiting trainings are approved for credit through the Nevada Registry. Ms. Aquino stated they are not approved through the Nevada Registry. The trainings are monitored by the Home Visiting model – example: UNR staff attends trainings through the Early Head Start and Parents as Teachers models.
  
- **Staffing:**
  - Perry Smith has accepted a state position as the program coordinator for the Early Hearing Detection and Intervention program in the Health Division. The Home Visiting position is a contract position.
  - The Home Visiting program is looking for Perry Smith’s replacement and an administrative assistant.
  
- **Funding Expansion:**
  - Opportunities are available to expand in to other regions, build capacity, and implementation.
  - Receiving interest from agencies such as the Children’s Cabinet, and a substance abuse treatment agency.
  - When the announcement comes out, her office will send out requests for proposals.
  - Received continued funding.
  
- **National Evaluation:**
  - Nevada is participating and one reason is due to the fact that two contractors include the Early Head Start model (UNR Early Head Start and Sunrise Foundation Early Head Start).
  - Great support is received through the implementing agencies.

**X. Technical Assistance Center for Social Emotional Interventions (TACSEI) Update – Janice Lee**

- **Outreach:**
  - Continue to share information on TACSEI model through various conferences and communicate alignment with state initiatives.
  - National Training Institute on Challenging Behavior Conference took place in March. Staff from Head Start of Northeastern Nevada attended. States have similar challenges to Nevada’s program (funding).
  - At the Nevada Association for the Education of Young Children Conference TACSEI presented during four different sessions. There was low attendance in the session on how TACSEI can support Classroom Assessment Scoring System improvement. Jennifer Kalas and Patti Oya co-presented.
  - During the Mega Conference Diane Branson and Janice Lee presented during sessions. Low attendance during the session on alignment with other programs probably due to conflicting sessions on P-3.
  - Planning to present at the Special Education Director’s meeting.
  
- **End of Year Celebration:**
  - On June 20<sup>th</sup> programs will share program highlights, data, and discuss challenges and problem solving.

- **Trainings:**
  - Safety First Curriculum: Training will be offered on safety behaviors and information will be sent out to centers and programs. Ms. Lee will send the information to Margot Chappel and Teresa Oster to share with their contacts.
  
- **CLASS:**
  - Teresa Oster stated Head Start Region IX is focusing on alignment of CLASS and positive behavior support. Center for Social and Emotional Foundation for Early Learning is also supporting this.
  - Ms. Lee stated she received positive feedback from an early childhood teacher in Clark County regarding the teacher interaction scores. The teacher found the online information that included materials and video clips of the approaches in practice were very helpful to her to implement, share with other teachers, and support improvement of scores.

**XI. Expanding Opportunities Update**

No updates were reported at this time.

**XII. Other Updates as Indicated**

- Ann Polakowski is the Nevada Association for the Education of Young Children liaison with the Early Childhood Advisory Council. The next NevAEYC Board meeting is scheduled for tomorrow, May 16th.

**XIII. For possible action: Confirm June 19<sup>th</sup>, 2013 Partnership Committee Agenda\*\***

The meeting is postponed until further notice. Please refer to Agenda Item VI.

**XIV. Public Comment**

There were no public comments.

**XV. Adjourn**

The meeting adjourned at 12:05pm.