



**REGION VI HEAD START ASSOCIATION
BOARD OF DIRECTORS MEETING**

**Embassy Suites by Hilton
Jonesboro Red Wolf Convention Center
Cotton Room**

**Tuesday, September 27, 2022
5:00 p.m. – 6:30 p.m. –Jonesboro, Arkansas**

Meeting Minutes

I. Opening Business Items

A. Call to Order/Greetings/Welcome – Gloria Lopez, President

Meeting was called to order by Gloria Lopez, President at 5:03 pm. She welcomed everyone in attendance and thanked them for their continual commitment.

B. Presentation & Seating of New Members –Albert Black, Vice-President

–Albert Black, Vice-President –No new members to present.

C. Roll Call & Establish Quorum – Roll Call taken by Crystal Pena, Susan Templeton and Susie Powers joined meeting after roll call --11 out of 20 votes present; quorum established.

<u>Representative</u>	<u>Alternate</u>	Vote ✓
<u>Arkansas</u>		
X Susan Templeton, Director	○ Sarah Wilhite, Director	✓
X Jacqueline Burton, Staff	○ Tequila Smith, Staff	✓
○ Parent:	○ Parent:	
X Jackie Govan, Friend	○ Rhonda Ahrent, Friend	✓
<u>Louisiana</u>		
X Rhonda Tayler, Director	○ Michelle Joubert, Director	✓
X Erika Arvie, Staff	○ Staff: Latissa Fredericks	✓
○ Parent:	○ Parent:	
X Kahree Wahid, Friend	○ Friend:	✓
<u>New Mexico</u>		
X Gloria Lopez, Director	X Misty Pugmire, Director	✓
X Crystal Pena, Staff	○ Staff:	✓
X Parent: Dmaria “Demi” Gutierrez	○ Parent:	✓
X Luis Quinones, Friend	○ Friend:	✓
<u>Oklahoma</u>		
○ Kathy Castleberry, Director	X Anthony Stafford, Director	✓
X Susie Powers, Staff	○ Laurie Gassaway, Staff	✓
○ Sarah Scott, Parent	○ Parent:	
X Paula Brown, Friend	○ Friend:	✓
<u>Texas</u>		
○ Weldon T. Beard, Director	○ Venetia Peacock, Director	
○ Staff:	○ Staff:	
○ Parent:	○ Parent:	
X Albert L. Black, Friend	○ Friend:	✓
		14 /20 (11 or more)

Board Advisors in attendance were State Presidents: Jackie Burton (AR), Rhonda Taylor (LA), and Crystal Pena (NM). Collaboration Directors: Jackie Govan (AR), Kahree Wahid (LA), Paula Brown (OK) and Alferma Giles (TX). Advisors in attendance were Manuela Rendon.

II. **Approval of Agenda** – Gloria Lopez, President called for the agenda to be reviewed.

Kahree Wahid makes motion to approve agenda as presented and Albert Black seconds it. All in favor, motion carried.

III. **Approval of Minutes:** July 18, 2022 –Crystal Pena, Secretary presented meeting minutes for April 11, 2022, and July 18, 2022.

Paula Brown makes motion to approve meeting minutes for April 11, 2022, and July 18, 2022, and Jackie Govan seconds it. All in favor, motion carried.

IV. **Treasurer’s Report – Paula Brown, Treasurer**-Paula Brown reported still finalizing auditor, will use someone local will get squared. Bank account balance of \$141,580, pending membership dues posted to account, and still pending Texas membership dues. Invoices of \$500 and \$70, paid \$1,000 for scholarships.

Discussion: Kahree Wahid asked if all issues obtaining access to bank account if it has been resolved. Paula reported yes it has been resolved. Jackie Govan reported NHSA for past grantees registered to Leadership Institute during COVID was canceled and grantees will not get reimbursed. States are upset to not given a choice of utilizing funds for choice of conference and had deadline. Gloria commented action taken that required quorum for the Fall Institute Advocacy Campaign, payment has not been released. It is suggested to send letter from Region VI, Misty suggested to send out memo to all grantees to determine all funds that was not reimbursed. Suggested by Jackie Govan to do the same.

Gloria Lopez rescinds motion for the NHSA Fall Leadership of \$1000 after hearing all the concerns with grantees with conference in past.

Jackie Govan makes motion to submit letter to NHSA regarding the money kept from prior Fall Leadership Institute and the concern of no reimbursement issued, Kahree Wahid seconds it. All in favor, motion carried.

Jacqueline Burton makes motion to approve the verbal treasurers report as presented and Jackie Govan seconds it. All in favor, motion carried.

V. **Standing Committee Reports – Committee Chairs**

A. Audit/Budget/Finance –Paula Brown- Gave update during Treasurer’s report.

B. Scholarship/Awards/Recognition –Alferma Giles
Ms. Giles reported the state of Texas and Arkansas were the only states to receive scholarship applications for 2022. Following scholarships were awarded: Texas: Allie J. Mitchell Scholarship-Former Head Start Student (Felicity Guajardo), Head Start Staff (Rita V. Taylor). Arkansas: Head Start Staff (Keri Reynolds).

- C. Communication/Public Relations –Albert Black
No report given.
- D. Policy & Procedures –Luis Quinones
No report given. Gloria commented we do need written procedures with finances, and update on strategic plan. Another chairperson will be appointed by President, but Mr. Quinones will continue to work within this working committee.
- E. By-Laws –Jackie Govan
Jackie Govan reported revised by-laws are posted on website. She thanked the bylaw committee for their hard work. If anyone has a question with the bylaws, please inform Jackie Govan.

VI. General Standard Reports ---Brief Highlights Only

- A. State Collaboration Reports (AR-LA-NM-OK-TX) – Collaboration Directors
Arkansas- Jackie Govan see attached report.

Louisiana- Kahree Wahid commented will allow state president to report.

New Mexico- No report given.

Oklahoma- Paula Brown reported the five-year background check deadline approaching at end of month. Requested a waiver from Office of Head Start before the deadline, have not received response but did hear will not receive waiver. Will have to pay for background check twice. Just finished professional development training in-person for head start grantees, many presentations. Updated collaboration page and update Facebook page.

Texas- Alferma Giles reported notice of award letter for grant was received. The needs assessment for all grantees has been completed. Participated in Homeless Summit in San Marcos, Tx, was overwhelming and enjoyed the information presented at conference. Working with The Professional Development Company, create a partnership guide that will explain the alignment between Head Start, Child Care, and School Districts. Enter in partnership with Texas Healthcare Dental to support the health needs for EHS/HS children.

Participated in early childhood integrated data roadmap stakeholder listening session. Through collaboration across and within agencies and programs. Early Care Obesity prevention workgroup focusing on goals (see attached report). Working in partnership with Lakeshore Learning Materials with Marcus Parker to present virtual training on Being an intentional Partner in Play Indoors & Outdoors.

- B. State Advisory Reports – (AR-LA-NM-OK-TX) – State Presidents

Arkansas- Jackie Govan-See attached report.
Needs photos of board members to post on webpage.

Louisiana- Rhonda Taylor reported Region VI conference two options for dates July 17-21, 2023, or July 24-28, 2022, will report once the board approves. In June, Louisiana Association planning and assessment “Navigating the future and Charting the force together”. Focused on teacher retention, staff shortages, and will have first annual directors retreat will be held at the Gaylord Resort in Grapevine, Tx.

Rhonda reported back in classroom due to staff shortages, had to close seven classrooms due to lack of staff. Was able to give retention bonuses after the hoops to jump through, and staff still resigned after bonuses. It has been tough and hope the retreat will help Directors come together. Had first childcare conference, had over 2000 attendees. Planning for next conference set to take place in Spring.

Oklahoma- Christin Bolinger report with Collaboration Director.

Texas- Alferma Giles and Albert Black do not have a report at this time, have not met.

New Mexico- Crystal Pena reported Homelessness Referral App: Head Start partnering with local school districts in referral app utilized with schools and early childhood programs to better serve homeless with families. Presentation was given to all head start grantees and one head start program beginning stage of pilot the program and goal is to get all head start grantees working with school districts to better serve families and reaching out to the most vulnerable population.

Head Start Collaboration Director: Olga Valenzuela-Zavala has stepped down as her current position Head Start Collaboration Director due to personal reasons. New Mexico in search of new Director.

New Mexico Grown Grant: Nutrition Bureau offering grant available to all head start grantees, farm to preschool program. The grant requires purchase of food items purchased from local farm grower on approved list. Funding available to purchase gardening material. Fellowship Parent Program: New Mexico looking to host our own state fellowship parent involvement conference. In partnership with PED, Head Start, and early childhood providers. NMHSA State Priorities: October 6, 2022, will have NMHSA meeting, goal is to work on head start priorities in the state that can be presented to Secretary Groginsky prior to opening legislative session. Staffing Shortages: Grow your own, encourage parents to apply, working with local school districts with work study programs, high school students volunteering in classroom.

Paula Brown makes motion to approve the State Collaboration Directors and State President's report as presented, Kahree Wahid seconds. All in favor, motion carried.

VII. Conference Planning Reports – Conference Chairs

- A. 2022 Conference – Arkansas -9/27/22-9/30/22 –Jackie Burton/Jackie Govan
“People versus Passion, Pathway to Success”, started today September 27, 2022. Gloria thanked Jackie and conference committee. Jackie asked board members to review the program to make sure what they volunteered for back in April meeting.
One cancelation for Friday's session at 8:00am. Jackie reported on budget and actuals for conference. We have 381 registered for conference. See attached budget and actuals. Take advantage of events, silent auction, Lakeshore invitation for Directors and board members. Award program will be Thursday night, suggest board members to be present.

Discussion: Gloria asked about the presenting the state flags, usually state presidents will carry the flags. Those to carry the flags will be as follows:

Arkansas: Jacqueline Burton
Louisiana: Rhonda Taylor
New Mexico: Misty Pugmire
Oklahoma: Christen Bolinger
Texas: Albert Black
Head Start: Demaria Gutierrez

B. 2023 Conference – Louisiana

Rhonda Taylor reported two potential dates to be determined once board approves.

Albert Black makes motion to approve the conference reports as presented, Jaqueline Burton seconds. All in favor, motion carried.

VIII. Old Business

A. Nomination & Election of NHSA Parent Representative

Gloria reported we have NHSA parent representative vacant and have been on agenda for past few meetings.

Crystal Pena makes motion to nominate parent Demaria “Demi” Gutierrez to represent parent to the NHSA board, Albert Black seconds it. All in favor, motion carried.

IX. New Business

A. Assignment of Affiliate Group Facilitators: Director/Staff/Parent/Friend

Gloria presented packets and distributed to facilitators as follows: Director: Misty Pugmire; Staff: Crystal Pena; Parent: Demaria “Demi” Gutierrez with help of Alejandra Dominguez; and Friend: Albert Black

- X. Announcements – Affiliate Meetings: September 29, 2022 (1:30-2:30pm)
General Business Meeting: September 29, 2022 (4:00-5:00pm)
Next Region VI Board Meeting: January 12, 13, or 30, 2023-Dallas, TX

Rhonda Taylor reported regional office was requested everyone is working from home. Kahree suggested to meet in Dallas but find a location since the regional office does not have space.

Misty Pugmire announced her resignation as Head Start Director in January 2023, will be working with the FIT program locally. Would love to be a friend for Region VI board.

- XI. Adjournment – Gloria Lopez, President. No other business took place; called for adjournment.

Jackie Govan motions to adjourn meeting at 5:36 pm and Albert Black seconds, all in favor, motion carried.

Meeting minutes respectfully submitted by Crystal Pena, Region VI Board Secretary.