



# Arizona Head Start

## ASSOCIATION

Supporting Head Start quality today, impacting Arizona's tomorrow!

**AHSA Quarterly Meeting**  
**Standing Committee Agenda & Meeting Minutes**  
**Parent, Family & Community Engagement Committee**  
**Meeting Date: Thursday, February 20, 2014**  
**Meeting Time: 2:00-4:00**  
**Meeting Location: Black Canyon Conference Center**  
*9440 N. 25th Avenue, Phoenix, AZ 85021*

DATE OF MEETING: February 20, 2014 Time: 2:15-4:15		LOCATION OF MEETING: <b>Black Canyon Conference Center</b> <i>9440 N. 25th Avenue, Phoenix, AZ 85021</i>
COMMITTEE MEMBERS PRESENT: Nina Williams, Julie Baier, Sonya Montoya, Dora L. Monte, Alicia Medina Dockens, Cynthia Reynolds, Katrina Relph-Mueller, Terry Doolan, Susan Fender, Maria Bugarin, Felipe Flores, Latrisha Centers		
COMMITTEE MEMBERS ABSENT: Debbie Wiseman, Bobbi Firebush, Delia Dozal, Dulce Hernandez, Karla Solano, Marlene Ordaz, Norma Alvarado, Ruth Cuen, Silvia Benitez, Nora Leuck, Leticia Guzman		
VISITORS: Peggy Piexoto (Cradles to Crayons), Jonathon Gonzales (First Things First), Ana Munguia (SWHD parent), Antionette Gonzaga (SWHD parent)		
NEXT QUARTERLY COMMITTEE MEETING: Date: Location:		
AGENDA ITEM	DISCUSSION/RECOMMENDATION	PERSON(S) RESPONSIBLE/ PRESENTER
I. Call to Order & Welcome	The meeting was called to order and participants introduced themselves at 2:15.	Nina Williams, Committee Chair, SWHD



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II. Adoption of Agenda	The agenda was approved by the committee members.	Nina Williams, Committee Chair, SWHD
III. Approval of Minutes	Minutes from the previous meeting were provided for review and approval.	Nina Williams, Committee Chair, SWHD
IV. Cradles to Crayons	<p>The Cradles and Crayons and the Foster Care MOU were discussed simultaneously:</p> <ul style="list-style-type: none"><li>• It was noted that wrap around services for foster children are missing in the community;</li><li>• ADE has indicated they want an MOU instead of an agreement or partnership, which will take longer but would be statewide and change the way EHS/HS currently partners to improve early education opportunities for foster children, improve transitions for foster children, increase enrollment for foster children into EHS/HS;</li><li>• A new person has been assigned by DES to continue with the MOU workgroup, her name is Karen Hunter Nelson</li><li>• The committee is hoping EHS/HS programs will be able to continue to provide services to foster children even when they move out of that program's service area (within appropriateness for children and programs);</li><li>• The committee is interested in seeing the WIC/Head Start MOU for ideas and language to use in the foster care MOU and to become familiar with the WIC MOU for their own benefit;</li><li>• The committee wants the foster care workgroup to consider an article for each newsletter that goes out to the foster care service providers;</li><li>• The committee wants the workgroup to be representative of the entire State of Arizona, including programs serving rural areas;</li><li>• Peggy shared information about Cradles to Crayons, is interested in participating in the foster care workgroup and creating a similar MOU</li></ul>	Peggy Peixoto, Early Education Collaboration Coordinator, Cradles to Crayons; Terry Doolan, ADE



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	<p>between Cradles and Head Start;</p> <ul style="list-style-type: none"> <li>• Next steps: Peggy will attend the foster care consortium in early March, she will recruit some foster care partners to participate in the MOU workgroup, she will come up with some potential dates for the next workgroup meeting and e-mail those dates to Nina who will invite any committee members to attend, Peggy can host the next meeting at Cradles to Crayons</li> </ul>	
V. HSSCO Work Plan	<p>The committee will reviewed the work plan and made suggestions for the future of the committee's commitment to the work plan:</p> <ul style="list-style-type: none"> <li>• Possible collaboration with the health committee to combine the Parent Institute and the Health Institute</li> <li>• Improved communication between AHSA and the committee (i.e. budget, AHSA support...)</li> <li>• Support from AHSA for the foster care MOU workgroup</li> </ul>	Nina Williams, Committee Chair, SWHD
VI. Parent Education Institute	<ul style="list-style-type: none"> <li>• The committee reviewed the plan for the PEI scheduled for February 27<sup>th</sup>. Committee participants present were told they could invite 2-4 more parents to attend and that is ok for staff who are accompanying parents to attend also;</li> <li>• Three weeks ago a small workgroup came together to finalize all the details for the event including: the venue, the food, the set up, giveaways, information tables and lunch, the schedule for the day, sign in sheets, evaluations, certificates for participants, and all the other volunteers.</li> </ul>	Nina Williams, Committee Chair, SWHD
VII. Community Resources	No resources were shared.	Committee Members
VIII. Foster Care Partnership	See notes for Cradles to Crayons above.	Terry Doolan, ADE
IX. Refugee Partnership	Updates were not shared.	Latrishia Centers, COP



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X. Professional Development	<p>Sonya shared that the FDC Leadership Credential Training has 10 participants from 5 Head Start Programs, the second training will be held March 20<sup>th</sup>, there is still time for more participants to join the group</p> <p>Sonya shared there will be an FDC train the trainer coming sometime in summer and will be offered in Flagstaff over a 3 day period.</p> <p>Sonya is hoping to have an FDC update session for coordinators and trainers – she will coordinate one when updates become available.</p>	Sonya Montoya, NACOG
XI. Announcements	<p>Sonya came up with the idea of having all Arizona programs share their recruitment flyers, strategies, handouts.. to put on a CD for all programs to use. She is willing to put the CD together, participants can e-mail their items to Sonya.</p> <p>Pinal-Gila, NACOG, and Crises Nursery shared their experience with their recent Federal Review around PFCE:</p> <ul style="list-style-type: none"><li>• The PFCE reviewer mostly looked at files for income verifications and correct calculations, 30-45-90 day deadlines</li><li>• Some reviewers visited sites to look at family engagement, mostly looking at FPA information</li><li>• Reviewers were determining when documents were received (30-45-90) as well as when the activity occurred (i.e. physical date, dental date...)</li><li>• There were interviews with family engagement staff and managers</li></ul>	Nina Williams, Committee Chair, SWHD; Committee Members
XII. Adjourn	<ul style="list-style-type: none"><li>• The meeting was adjourned at 4:15.</li></ul>	Nina Williams, Committee Chair, SWHD



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