**AHSA Quarterly Meeting**  
**Standing Committee Agenda & Meeting Minutes**  
**Early Childhood Development Committee**  
**10/20/22**

**DATE OF MEETING:** 10/20/22  
**Time:** 1:30-3:00pm MST  
**LOCATION OF MEETING:** Zoom Meeting:  
Meeting ID: 841 4854 6657  
Passcode: 053077  
Location: [https://us02web.zoom.us/j/84148546657?pwd=amdGT3ZaaUVBSU9uQndCMGdRV01UUT09](https://us02web.zoom.us/j/84148546657?pwd=amdGT3ZaaUVBSU9uQndCMGdRV01UUT09)

**COMMITTEE MEMBERS PRESENT:**

<table>
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<tr>
<th>City of Phoenix</th>
<th>Maricopa County Human Service Department-Early Education Division</th>
<th>Catholic Charities Westside Head Start</th>
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<tbody>
<tr>
<td></td>
<td>Gretchen Bonkoske</td>
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| Chicanos Por La Causa Early            | Child Crisis AZ                                                 | Northern Arizona Council of Governments (NACOG):  
| Childhood Development                  |                                                                  | Colleen Wolfe                          |
|                                        | Judy Livingston                                                 |                                       |
|                                        | Margaret Morales                                                |                                       |
| Western Arizona Council of Governments (WACOG): | Pinal Gila Community Child Services, Inc (PGCCS): | Urban Strategies-  
|                                                | Tami Hoover                                                     | Jody O'Toole                           |

| Child Parent Centers, Inc (CPC):        | Greater Phoenix Urban League Head Start:                        | Salt River Early Education Center:     |
|                                        |                                                                  |                                       |

| Southwest Human Development:           | AZ Department of Education:                                      |                                       |
|                                        | Alexis Horne                                                    |                                       |

**VISITORS:**
**NEXT QUARTERLY COMMITTEE MEETING:**
Date: 11/16/22 1:00-3:00pm  
Location: Mesa Convention Center  
[Arizona Head Start Association (azheadstart.org)] <Link to Register

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<tr>
<th>AGENDA ITEM</th>
<th>DISCUSSION/RECOMMENDATION</th>
<th>PERSON(S) RESPONSIBLE/PRESENTER</th>
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| I. Call to Order & Welcome | Welcome and Introductions:  
Call to Order: 1:33pm  
See above for Intros. | Gretchen Bonkoske                 |
| II. Approval of Minutes  | Minutes from September Meeting  
Motion to Approve:  
Motion: Colleen Wolfe  
Second: Judy Livingston  
All in Favor: Minutes Approved | All                             |
| III. Elections       | **Elections are being held for Vice Chair:**  
No nominees | Gretchen Bonkoske                 |
| IV. Pending Updates  | **Next Opportunity to Network with them**  
- November 16th from 1-5pm  
- Location: Mesa Convention Center  
- Next Year’s Goals Creating Action Plan.  
**Workforce Registry Update:**  
- All staff entered and list maintained by June 2023  
Goal of June 2023 (end of this program year) to have the list of all sites and entering staff into Workforce Registry.  
Collaboration with ADE and ACSPD | All                             |
| V. Collaboration     | Open:  
Concerns:  
Staffing-Loosing staff because of being overwhelmed and pay. | All                             |
- Possibly staff not committed to or not understanding Head Start and all the responsibilities within it
- How are we sharing what Head Start is and the importance of it during Onboarding?
  ~ The first day, an overview is given. Then more training later (Tami shared)
  ~ Within the first 5 days. (Colleen shared).
  ~ On the first day with a Professional Development Coach and Program Assurance Specialist (shared Gretchen).

- Have you ever had to go backwards and retrain a new staff member after a couple of weeks or months? All responded with a yes.
  ~ Colleen shared their program has Instructional Support Team made up of 2 coaches, 2 classroom support specialist per region, a Behavioral Support Specialist and Quality Control Specialist to support teaching staff in the classroom.
  ~ Judy, Margaret, and Gretchen shared that the Professional Development Coaches/Mentor Coach role does the coaching, training, classroom support, and support with challenging behaviors.

Successes:
Glow or Grow: A positive and an opportunity from growth has been really successful with lesson plans and staff, shared from Colleen

Ignited by Hatch as been a learning curve but overall successful in supporting the teachers in collecting documentation and leveling the documentation into TSG and measures towards School Readiness Goals, shared Judy

In-person Conscious Discipline training for teaching staff and the staff overall enjoyed it and had take-a-ways that were being implemented into the classroom, shared Gretchen.

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<th>VI. Announcements</th>
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<td>Next Meeting: Wednesday, November 16th, from 1:00-3:00pm. Register for the In-Person Quarterly Meeting. Chair was asked to forward the registration link for the In-Person Quarterly Meeting to committee members.</td>
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<td>VII. New Updates</td>
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<td>VIII. Follow up items for next Quarterly Mtg.</td>
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<td>IX. Adjourn</td>
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