



**EHS Governing Board Meeting**  
**Wednesday, June 15, 2022 at 12:00- 1:30 p.m.**

**Minutes**

**1. Call to Order / Attendance/Introductions – Chairperson**

- a. John Goetz called the meeting to order at 12:03 p.m.
- b. **Introductions: Shawna:** I'm the financial person taking Kelly Clement place. **Judy:** She used to work with CIG which gives us in-kind support, so she is very familiar with our organization and what we do.

**2. Attendance:**

**Board:**

John Goetz (Chairperson)	Cindy Bernal	Melissa Schierland
Shawna Jewell	Teresa Ribble	

**ELV Staff:**

Judy Williams	Kailee Smith	Jennifer Garcia-Rosendo
Ty Johnson	Tracey McKinney	Elsa Sackett Warren

**Guest:**

Mandy Potts

**QUORUM REACHED**

**3. Agenda for Approval (June 2022) – Chairperson – See Attached (5 minutes)**

**Action – Vote to Approve June Agenda**

**Motion:** Melissa Schierland

**Second:** Cindy Bernal

**Opposed:** none.

**APPROVED**

**4. Minutes for Approval – Chairperson – See Attached (5 minutes)**

**Action – Vote to Approve April meeting minutes**

**Motion:** Melissa Schierland

**Second:** Teresa Ribble

**Opposed:** none.

**APPROVED**

**Next Meeting:** August 17, 2022

CIG – 18 Inverness Place East – Englewood, CO 80112



**EHS Governing Board Meeting**  
**Wednesday, June 15, 2022 at 12:00- 1:30 p.m.**

## **Minutes**

### **5. Financial Briefing (10 minutes)**

#### **a. EHS Monthly Financial Review – Mandy Potts**

Just updated with May. We have started our new grant. We've been closing out last grant. Fully spent ended on Feb 28; focused on this year's grant. We are only 8% spent at three months into it. A lot is a lag, providers bill behind. On target. At a fiscal training last week and had a great time and learned a lot

COVID Update: we've spent first round (last year's money). This year are American Rescue Plan (ARP) money (last round) \$400K to spend by March 2023.

In process of going through ELV audit. They are pulling samples (doing the field work). They'll be reviewing financial in August. We've spent first two pots of money. Not much to report on the newest (ARP money) money.

#### **b. NFS Fundraising Update – Mandy Potts**

1. Received Kellogg Foundation grant; \$100,000; it's a two-year grant. Spent on scholarships, leadership and teacher incentives among other things.
2. Delta Dental: received \$27,950. Helps buy supplies and learning materials for our EHS partners; In addition to EHS we can pay for non-EHS families under this grant. Kailee will go into more detail on this.
3. Buell Foundation: received \$75,000 and this has been committed.

**Pending Grants: American Family Insurance Foundation:** says we should receive notification today, so hopefully soon we will find out if we were awarded that grant. **Circle Grant:** we haven't been declined for the circle grant, so that is a good sign. **Judy:** We did get a denial for the American Family Insurance Foundation. Date for circle has been pushed to Friday for the notification. We turned in three grant applications for the circle grant. **Mandy:** Haven't received a denial, but don't know how much we're going to get. **Stranahan Foundation:** should find out soon whether we are invited to submit a full application. If so, it will be due in July. Will have an update at the August meeting.

**Next Meeting:** August 17, 2022

CIG – 18 Inverness Place East – Englewood, CO 80112



**EHS Governing Board Meeting**  
**Wednesday, June 15, 2022 at 12:00- 1:30 p.m.**

## **Minutes**

**Action – Vote to Approve Fundraising Approach**

**Motion: none**

**John: “all in favor, say I”**

**Opposed. none**

**APPROVED**

### **6. EHS Management Report (30 minutes)**

**a. Program Director’s Report – Jennifer Garcia Rosendo**

**Child care partner update:** new partnership with FCCH in Mesa County. Brings us to 39 total. We have another program in Mesa going through a change in ownership. Not clear if new owner will pursue partnership with ELV. We have several new applications. One in Arapahoe County – orientation – all managers go and discuss their content areas with the site leadership. This one is scheduled for the last week of June.

**Colorado Universal Preschool:** We’ve been invited to apply as the local coordinating organization for Morgan County. Application is due to Department of Early Childhood on June 20, 2022. This is for the 23-24 school year.

**b. Family Engagement– Jennifer García Rosendo**

Continue to report full enrollment; 337 with 22 dropped in last 30 days. Received word about 2-3 weeks ago that all programs that were put on corrective action plan in 2020, it rolled over and we are no longer on corrective action plan. In April, we reported that OHS considers SNAP benefits as eligible for EHS, so that increased number of eligible families

Specialists who work directly with families has to have a credential. This year we have two Specialists who need it. Portage project aligns nicely around our coaching. It is also updated every two years. I will also go through the credential training as well with an end goal of going through Train-the-Trainer; goes from October 2022 –January 2023.

**Conscious Discipline:** We were working with Department of Education to get our offering on PDIS. We were waiting for confirmation from CD that it is something we can do. We have confirmation and are working to create a knowledge check.

**Next Meeting:** August 17, 2022

CIG – 18 Inverness Place East – Englewood, CO 80112



## EHS Governing Board Meeting Wednesday, June 15, 2022 at 12:00- 1:30 p.m.

# Minutes

After that it will be offered in PDIS.

We are paying attention to formula shortage; haven't had a lot of feedback that people are impacted; we want to make sure we get information out. We want to make sure we get the right messaging; don't water down formula, don't make your own, etc. We have a "What's up Wednesday" planned to share more information through Garfield Public Health WIC program. We want to make sure families and providers are connected to resources to ensure they are getting the right formula.

### **c. Health & Safety** – Kailee Smith

**Screenings:** We have had an increase in overall percentage of children with all screenings completed; currently at 77%; removed those who had due dates in June & July; hearing 91%; development (?); Dental at 82%. We have 178 enrolled in EHS who have them completed; Delta Dental we have funds available to screen non-EHS families at EHS partner sites; screened 86; only had to cover about 15 because others have insurance.

**Forms and Resources:** working to create a list of service providers in all counties so we have strong referral base. Creating other forms/updating forms for health appraisals, screenings, and screening results. We are capturing data we need without families having to remember the information from the appointments.

**Health Services Advisory Committee:** first meeting in July; goal is to have two per year after that. Multi-discipline partners...work through common challenges within the communities that we serve. Any recommendations for members, send them to me. I'll send an email on June 20 to all interested participants.

### **d. Leadership Development** – Elsa Sackett Warren

Mandy is closing out 21-22 funded projects for our partners; we were able to do kitchen upgrades for several. (slide show with pics). We've been able to focus on outdoor spaces which is great for COVID. Shade Structures, fencing; projects to reduce classroom noise (acoustic panels, lower ceilings in two classrooms). Did a lot of handwashing stations, focus on Health and Safety. Focusing on FCCH as well. Did a new door for better supervision and direct pathways. Help get more square feet and move the classroom out of her living room; improved

**Next Meeting:** August 17, 2022

CIG – 18 Inverness Place East – Englewood, CO 80112



## **EHS Governing Board Meeting** **Wednesday, June 15, 2022 at 12:00- 1:30 p.m.**

# **Minutes**

ventilation, flooring, bathroom for our partners.

**Looking ahead:** (American Rescue Plan) \$418,000 is the one we're working on. We have plans to spend and have about \$75,000 in Quality Improvement. Total budget \$600,000; \$325,000 is spent or committed.

### **e. Early Education & Child Development – Ty Johnson**

Couple of updates and statistics: have resumed CLASS observation across all six counties; have scheduling through November with about 5 more sites to confirm to offer dates for those observations; we will be at 100% with all of our sites having observations.

Learned in our group coaching and individual coaching now that we have stable COVID practices in place. Our staff continues to practice wearing a mask so they feel more comfortable going inside.

Some of our staff have expanded certifications; including dual language learning. One of the things we did for our internal staff is to have an outside facilitator come in and do a three-part series on relationship influencers; this is a social emotional; opportunity to identify biases and opportunities.

July 31, 2022 we have a checkpoint coming up. We've done rebooting on those; expect a drop in those percentages because we are working hard to increase our authenticity around those observations. Hopeful to have more authenticity as results come out.

Teacher qualifications: we had to be creative. Ran into barriers into multi-lingual access to teachers completing credentials. Judy, Tim and I will be working with state on the importance of other languages besides Spanish. In Arapahoe we work with seven providers; Sue Kantsteiner, one of our Arapahoe County Specialists did a great job at connecting us with through the Council for Professional Recognition. We didn't have a great success because we had a huge barrier when teachers went to take the test. We would like to do video and/or visual review versus a written test. Look forward to engaging in that conversation and are working with Pamoja. Hope to add 10 teachers to have that access in the future.

**Next Meeting:** August 17, 2022

CIG – 18 Inverness Place East – Englewood, CO 80112



**EHS Governing Board Meeting**  
**Wednesday, June 15, 2022 at 12:00- 1:30 p.m.**

## **Minutes**

### **7. New Business (25 minutes)**

#### **a. COLA and QI Funding Application – Mandy Potts**

In addition to our base budget. Giving 2.28% increase to give our partners to hopefully increase teacher salaries. We were given additional \$27,830 for Quality Improvement for our sites. We have funds set aside for that. This is where we would ask for Board Approval. We already turned in the application, we just need Board approval.

#### **Action – Vote to Approve COLA Funding**

**Motion:** Melissa Schierland

**Second:** Cindy Bernal

**Opposed:** none

**APPROVED**

#### **b. ERSEA Service Plan - Jennifer García Rosendo**

**Page 4:** only addition was online application: may recall we have an online EHS application now, so that was added to the service plan

**Page 5:** outlines process on how we review and process an online application.

**Page 6:** we added SNAP as eligibility status for EHS, so we made sure we added that to the Service Plan

**Page 9:** We used to use a declaration where families who experienced homelessness had to say they were homeless; found that that language was stigmatizing; Now, they can qualify for McKinney-Vento Act if doubled up with another family, child who is living with friend or family member without a non-formal agreement—considered unaccompanied youth. We now have them fill out a survey that defines their current housing status and we determine if the qualify

**Page 10:** increased number of calendar days where they don't have to complete new application; Teen parent programs drove this change. We extended timeline from 45 – 60 days.

**Page 13:** again, added SNAP

**Page 16:** Selection Criteria; only change this year. Added SNAP and are awarded 100 points which aligns with any other automatic eligibility categories

**Page 19:** clarifying language on how we manage slots that we can hold for homeless foster children. We used to say we would provide an update in August;

**Next Meeting:** August 17, 2022

CIG – 18 Inverness Place East – Englewood, CO 80112



**EHS Governing Board Meeting**  
**Wednesday, June 15, 2022 at 12:00- 1:30 p.m.**

## Minutes

we now allow the review to happen throughout the year;

**Page 21:** language around Teen Parent Programs; families returning in fall, they will fill out permission for extended leave. Language wasn't there before

**Fees:** Head Start families are not allowed to be charged for program service hours; field trips and occasionally sites take trips and charge families the amount for entry. Asked them to request their field trip in advance and then they may be able to seek reimbursement. May seek approval from Education Manager.

**Action – Vote to Approve**

**Motion:** Cindy

**Second:** Teresa

**c. Self-Assessment Action Plan – EHS Management – Jennifer Garcia Rosendo**  
It is an action plan that shows short-term objectives to support long-term goals. Our base grant application that we have to apply for every five years. Our continuation applications are submitted annually and this is included in that application.

Strategies and timelines, responsibilities, barriers.

We collected data through staff surveys, focus groups with partners, and teacher retention review to id short-term objectives; work on DEI. We have strategies to complete over next year on Diversity, Equity, and Inclusion. It should not be a separate piece of work and should be embedded. We definitely have some strategies embedded in the work.

Anywehre you see a highlight, they are carried over from previous year and id gaps in our program and focus on those areas.

May include a column how and why it's captured, but internal use only and not part of the annual application.

**Action – Vote to Approve ERSEA Service Plan**

**Motion:** Teresa Ribble

**Second:** John Goetz

**OPPOSED.** None

**APPROVED.**

**d. Annual Report Review – EHS Management – Ty Johnson and Elsa**

**Next Meeting:** August 17, 2022

CIG – 18 Inverness Place East – Englewood, CO 80112



## EHS Governing Board Meeting Wednesday, June 15, 2022 at 12:00- 1:30 p.m.

# Minutes

Annual report (2021) available on our website (link shared in Teams). A few things are required by OHS, mission, welcome letter, and ELV by the numbers. We were well enrolled; 81.2% for total of 596 enrolled over the course of the year. Financials are required to be included (page 12). Board members and management team.

Wanted to highlight enrolled who received medical and dental exams; led by Kailee 85% hearing; 75% dental; 86% received vision; 89% received developmental screening; annual report has the detail. Family Engagement activities. 75% completed family partnership agreements; bridge home and school which is great in building relationships with families; a lot of creativity to FE that includes small in-person events both indoor and outdoor along with virtual events so they can stay connected with their center. 2021 109 FE events were hosted; 43% increase from 2020. Ownprovider initiatives started using FB to create private groups and make it assessable based on what is happening in their care.

Efforts preparing kids for kindergarten; make sure we have a qualified and informed workforce; ELV has worked to provide increased access at our partner sites; expanded peer-to-peer making sure we have a go-to staff that knows their culture, language, program goals. That has added value and internal capacity at our partner sites.

Group Coaching as well as individual coaching; theory to practice; we continue to work forward. We know we live in a changing system; ongoing access is beneficial to families and children served; optimize what they are exposed to for life long learning;

Ages and stages social emotional lets us identify those with challenges.

Check out summary in community assessment; changes in various counties; big take away. Increase in slots available, we still have to keep a pulse on access to high quality care. Increased homelessness we want to make sure we set families up to their best learning.

**Shawna:** I want to make sure I understand; stats and enrollment numbers. If you're looking at page 5, can you help me understand, didn't I hear that at some

**Next Meeting:** August 17, 2022

CIG – 18 Inverness Place East – Englewood, CO 80112





## EHS Governing Board Meeting Wednesday, June 15, 2022 at 12:00- 1:30 p.m.

### Minutes

point you were on probation for enrollment. Help me understand the 81.2% of eligible children served. What does that stat mean?. **Jennifer Garcia Rosendo:** One of the things that happened in 2020, we were in the first six months of our early childcare partnership; we do not have full enrollment initially. We did not meet full enrollment, we were put on corrective action plan with knowledge that we were in the start of a new grant. The expansion grants did not have that. Was a big lift when we started new partnerships. Through pandemic, we've maintained full enrollment.. June of 2021, every month we've hit 100% enrollment; other question goes back to eligibility; primarily serve under poverty guidelines or a number of other income status eligibility. When enroll homeless, foster, SNAP, TANF, SSI, etc., all of those families are eligible; When we look at Office of Head Start standards and sees that poverty guidelines are not realistic. They give an allowance of 35%, 87 families. An additional 10% can be considered over income. We have an allowance of 45% of our families to not be deemed eligible. January – December 2021 (this was a correction from June to June).

#### 8. Training (15 minutes)

PFCE - Jennifer García Rosendo

Slides: Family Engagement is the cornerstone of HS and EHS services. In earliest headstart classrooms, they hired parents in the community. Continues today.

Definition: interactive, positive and goal orientated relationships, shared responsibility, mutual respect, doing with and not doing for families.

PFCE Framework: we work from this and there is a link in the powerpoint.

#### **How we provide Family Engagement:**

**Home Visits:** (1302.34)—teachers conduct at least two per year in order to support transition into the classroom as well as their learning. We do HV within 45 days of child's start date; some teachers were resistant (at first); feedback is that it helps understand family dynamic, home environment; enhances teacher, family, child relationship

**Parent Teacher Conference** (1302.4): at least two times per program year;

**Next Meeting:** August 17, 2022

CIG – 18 Inverness Place East – Englewood, CO 80112



## EHS Governing Board Meeting Wednesday, June 15, 2022 at 12:00- 1:30 p.m.

# Minutes

typically provide information around how they are doing in the classroom is through Teaching Strategies Gold and compliments Creative Curriculum and shares how they do in the classroom.

**Family Engagement Events:** opportunity for families to learn more about any topic they are interested in; opportunity to have an activity and meal that parents and families can participate in so they can focus on building one-on-one relationship with child. They are really broad; at a minimum (ELV service plan) they have to have them every quarter; not an OHS standard for that.

**Program Governance:**

Use ongoing results, data and school readiness and the Act to conduct its responsibilities; less of a focus on FE, but they do play a roll. We love feedback and thoughts/ideas on how we move forward; currently, each site has their own FE event to relate what is going on at that site

**Policy Council:** responsible for direction of the program; offer more consistent feedback.

**Parent Committees:** every parent who is enrolled in EHS program is considered part of the committee.

### 9. Adjournment – Chairperson

#### Action – Vote to Adjourn the Board Meeting

**Motion:** Cindy Bernal

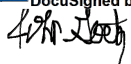
**Second:** Melissa Schierland

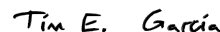
**OPPOSED.** None

**APPROVED**

Next meeting is August 17 at the same time.

Meeting adjourned at 1:24 p.m. on June 15, 2022.

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**Next Meeting:** August 17, 2022  
CIG – 18 Inverness Place East – Englewood, CO 80112