

Ingham Great Start Collaborative
Operations Committee Meeting Notes
Thursday, April 13, 2017 - 2:30–5:00 pm
Harley Franks Early Childhood Center, 2924 Newark Avenue, Lansing

Attendance: Effie Alofoje-Carr, Jessica Baker, Wendy Boyce, Fran Jozefowicz, Laurie Linscott, Lucy McClintic, Corrie Mervyn, Michelle Nicholson, Stephanie Thelen

1. The 4/13/17 Operations Committee Meeting Agenda and 3/9/17 Operations Committee Meeting Notes were approved as stated.

2. Inclusion Activity – Parent Café Question

The Inclusion Activity was not completed due to time constraints. The question, *“How has the world changed for children since you were a child?”* from the Five Protective Factors-Social Emotional Competence of Children will be the Inclusion Activity for the April GSC Meeting.

3. Family Engagement

The C3R Parent Speak Forum is scheduled for April 25, 2017, 4:00-6:30 pm, at the Lansing Community College HHS Building, Room 005-007. The audience will consist of a listening panel, which includes key stakeholders in positions to affect policy and funding, and community members who will be the general audience. The Forum will include a parent panel in which parents will share their stories regarding barriers and opportunities in enrollment and persistence in post-secondary education. Operations Members are encouraged to attend this event. In preparation for this event, Jessica Baker and Michele Strasz are assisting parent panel participants with storytelling and testimony training on April 19, 2017.

4. Trusted Advisors Grant

This Grant application is due on May 5, 2017. Grant awards range from \$5,000 to \$60,000, and funding must be used by December 29, 2017. The purpose of this competitive grant is to provide outreach and support activities for at-risk children ages birth to five. The goal of the Trusted Advisors Grant (funded with Race to the Top-Early Learning Challenge funds) is to improve linkages to families with children ages birth to age five who are most difficult to engage in early learning and development programs and related community supports. Linkages will be improved by disseminating culturally and linguistically appropriate materials and information. The Grant assists in supporting Strategic Goals 1 and 5 of the Top 10 in 10 Years plan. Discussion took place regarding what populations to target and how and what message(s) will be shared:

- Apply a wrapper with early learning messages around the Ingham Early Learning Calendars.
- Target the highest risk homeless shelters.
- Target foster care, DHHS, Child and Family Charities.
- Tower Gardens (Edgewood Village) where Head Start mom is attempting to start a 0-3 aged playgroup.
- Grace Church is supporting Faith United Methodist Church (Waverly) home for South Lansing ministries; Food Bank
- Allen Neighborhood
- Target children in Lansing who are English language learners/non-English speaking groups.
- Translate/produce current materials (books, Ingham EL Calendar, etc.) written in English into other languages.
- Continue relationship with cultural brokers (Arabic, Swahili Somali, Nepali, and Burmese) used at Summerplace Preschool Application days.
- Action of Greater Lansing
- Target preschool applications for families 185% below poverty.
- Target Lansing Housing Commission sites.
- CADL Bookmobile
- Mobile Food Pantry
- Yolanda Arellano with CACS Head Start for families who speak Spanish.

The Operations Committee came to a consensus on the following components:

- Target refugee and other high-need families.
- K readiness messages in conjunction with the K Readiness Packet/Ingham Early Learning Calendar
- Possible translation of school readiness materials into languages other than English.

5. GSRP Community Needs Assessment and Application (CNAA)/American Community Survey (ACS) Data and Slot Request

MDE passed a new funding formula for GSRP, partnering with the Census to obtain data regarding the number of children at 250% or below the Federal Poverty Level. New formula is geared toward “students” rather than “slots.” The following information (with slight revision) will be shared at the April GSC Meeting, where Members will be asked to endorse the GSRP CNAA.

2017-18 Need and Capacity

- According to ACS data, this is the number of four-year-old children from families who live at or below 250% of the Federal Poverty Level residing within the ISD: **2,490**
- Number of 4 year olds served exclusively in Head Start in 2016-17: **206**
- Number of children eligible for GSRP: **2,284**
- Requesting to serve **1,263** children in 2017-2018

Process to Choose Sub recipients and Award Slots

- Priority for 30% of total slots to be awarded to Community Based Organizations (Ingham currently at 27%)
- Competitive process with guidelines set by Michigan Department of Education and developed by the Ingham GSRP Advisory Council for potential new sites and existing sites to maintain slots and request expansion
- Competitive elements include:
 - Community Need for GSRP (other available programs, number of children served)
 - Program Quality (Measured by Program Quality Assessment (PQA) and The Great Start to Quality)
 - Program Options (Collecting data on family needs and adjusting as necessary)
 - Approved and Licensed Sites
 - Transportation Options (Collecting data on family needs and adjusting as necessary)
 - Grant Reporting (Completed accurately and timely)

6. FY17 GSC Strategic Planning

- **Root Cause Analysis Process** – The next step in the Strategic Planning process will be to conduct root cause analysis, which will be done at the April GSC Meeting. This process includes identifying the root cause of the Prioritized Labels, and determining “*Why is this happening?*” GSC Members will work in the four Outcome groups to develop the first layer of root causes; each Outcome group will then rotate to other root cause chains to identify any similarities. Outcome groups will then prioritize root causes, based upon similarities and “powerful, feasible” criteria, to do additional root cause analysis.
- Operations Members worked in small groups using the **Literacy Steering Committee System Scan** and the **Family Survey** data to begin to identify the initial layer of root causes to be used at the April GSC Meeting.

7. Plan 4/19/17 GSC Meeting Agenda

- Location – Grace United Methodist Church, 1900 Boston Blvd, Lansing (corner of Mt. Hope /Boston Blvd.)
- Inclusion activity – Parent café question – “*How has the world changed for children since you were a child?*”
- Possible responsibility - GSRP CNAA
- Root Cause Analysis
- Target group work? – Gaps & Quality
- Evaluation activity
- Chair: **Lucy McClintic** Timekeeper: **Corrie Mervyn**

8. Updates

- It was suggested Work Groups provide updates of progress at GSC Meetings.
- 4/20/17 – A “*Resilience The Biology of Stress & the Science of Hope*” screening is scheduled at Celebration Cinema in Lansing at 1:30 p.m.
- CACS Head Start location Tower Garden floor renovation should be completed by fall.

Review next meeting dates and times:

GSC meetings: 4/19/17 from 1:00 – 3:30 pm at Grace United Methodist Church
5/17/17 from 1:00 – 3:30 pm at Grace United Methodist Church
Operations Committee meetings: 5/4/17 from 2:30 – 5:00 pm at Harley Franks
6/8/17 from 2:30 – 5:00 pm at Harley Franks

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