

**Ingham Great Start Collaborative
Operations Committee Meeting Notes
Thursday, October 11, 2018 – 2:30 – 4:30 pm
Ingham ISD Early Childhood Services, 6520 Mercantile Way, Suites 1 & 2**

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

1. The 10/11/18 Operations Committee Meeting Agenda and 09/06/18 Operations Committee Meeting Notes were approved as stated.

2. Inclusion Activity – Parent Café Question

Today's inclusion activity question focused on social connections and relationships - *"What communities are you a part of and what differences do they can make in your life?"* Members shared as follows:

- Jessica: Operations/GSC meetings, along with Outcome groups are a positive support to assist with 32p applications, the Family Coalition work, etc. Jessica has learned a great deal regarding parenting from a behind the scenes perspective. Most recently, this has included the Read by Grade Three Law.
- Lucy: A Head Start Directors' Network. This group of individuals has networking meetings, monthly calls, etc. This group helps to put program issues into perspective through supportive means.
- Corrie: A group of four families (with a combined total of nine children) within their Grand Haven condo complex. The moms have become friends, share positive messages via group chats throughout the week, and offer each other parental support in general.
- Wendy: A friend group from when her children were young. This group has created MOCK "Mothers of College Kids," who meet monthly for dinner to provide support without judgement to one another.
- Laurie: A long-time group of friends from high school. Some members of the group are retiring and able to offer support for this phase in life. Laurie plans to work forever! ☺
- Michelle: Part of her church community who has been there for her family in the absence of her own parents (her children's grandparents) who have passed away. This type of intergenerational support has been valuable.
- Effie: Part of two groups—one is the girls; while the second is the girls and their husbands. They support one another with texts and chats to discuss life issues.
- Stephanie: Part of college cohort who gets together, group chats and texts regarding industry issues, conferences, family celebrations, etc.

3. Family Engagement

- **Parent Cafes and Family Coalition**
 - Effie and Jessica hosted a Parent Café for Nurse Family Partnership (NFP) and Early Head Start last week.
 - A "[November Parent Café Series](#)" is scheduled for November 6, 13, and 27, at 10:00-11:30 am at the Family Growth Center. Discussion topics will include parenting, child development, and resiliency. These cafés are part of the LLG Work Plan to give parents an opportunity to connect with the Family Coalition and the LLG. Free childcare is available by contacting Effie at 517-918-4729 or inghamllg@gmail.com.

- Jessica attends Head Start Policy Council meetings. Discussion took place regarding the difference between the LLG Parent Cafés and the Head Start Parent Cafés. The purpose of the Head Start Parent Cafés is for parents to meet other parents, make new friends, and provide opportunity for parental feedback. The Head Start Parent Café name was generated from parent voice; however, the name “Parent Café” could be confusing for the community in light of the Strengthening Families’ Parent Cafés, which have been occurring for several years.
- Jessica shared the [FY19 Ingham Family Coalition meeting schedule](#), which can be found on the GSC website on the Great Start Family Coalition page or the [Ingham GSC meeting calendar](#). Contact Jessica 517-899-4754 or inghamgscparents@gmail.com with questions.
- The 32p Application Work Plan was submitted 9/15/18, with no feedback from the State as of yet. Jessica noted the suggestions from Operations and GSC members at the September meetings helped a great deal with the Family Coalition Strengthening Families’ Assessment Work Plan.
- Question: Is there a plan in place if Jessica leaves her position with the LLG/GSC?
 - Yes, all documents are stored on the ISD Extranet and would be easily accessible to who succeeds Jessica in the future. MC Rothhorn was in this position prior to Jessica, and assisted with the transition as he prepared to move on. Jessica plans to do the same, and mentioned she hopes to stay involved with the GSFC/GSC as a legacy parent when her child is older.

4. Early On 54d Application

Michelle shared information regarding the 54d Application. The dollar amount of this grant is \$154,000, and would fund an additional Initial Service Coordinator. The current three-team Early On configuration would become four teams to provide more coordinated and logistical services to families due to a continued, significant rise in referral rates in Ingham County. Funding for reflective supervision to all Early On staff is also included in the Application. On behalf of the Operations Committee, Lucy and Laurie expressed their support of this grant application.

5. Plan 10/17/18 GSC Meeting Agenda

- **Inclusion Activity** – Jessica will prepare a Parent Café Question.
- **Great Start Family Coalition (GSFC) Update** – There will be a standing agenda item for GSFC Updates following the Inclusion Activity on the Ingham GSC agenda.
- **Spotlight** – 10/17/18 Ingham GSC meeting will feature “Read by Grade Three Law” materials and K/1 Literacy Calendar. Presenters are Shelly Proebstle and Mary Jo Wegenke from Ingham ISD.
- **Outcome Group Questions**
 - How does Spotlight on Read by Grade Three Law materials and K/1 Calendar align with Outcome group activities?
 - Effie suggested sharing Michigan reading scores using the Tableau scatter graph with GSC members.
 - Prioritization of activities in first quarter of FY19
 - Review progress on activities since September GSC meeting

- Next steps between now and November GSC meeting
- **Facilitation of Outcome Groups**
 - Outcome 1 – Jessica and Michelle
 - Outcome 2 – Fran, Stephanie and Kathy?
 - Outcome 3 – Wendy and Effie
 - Outcome 4 – Corrie and Laurie
- **Evaluation and Updates**
 - Early On 54d Application
 - Preschool enrollment, including number of applications and trends compared to previous years
 - Ingham ISD has been offered 22 part-day slots, and will respond if we will accept those slots.
 - Continue to think about increasing Ingham GSC membership—who might need to “be at the table.”
- **Chair:** Laurie Linscott **Timekeeper:** Corrie Mervyn

6. Operations Committee Updates

- **Literacy Essentials Train the Trainer** – Ingham ISD wants to know from the training organizer who is registered from Ingham County so a coordinated and comprehensive system of trainings is offered to all providers in Ingham County.

Next Meeting Dates and Times

- **GSC Meetings**
 - 10/17/18 from 1:00 – 3:30 pm at Grace United Methodist Church
 - 11/14/18 from 1:00 – 3:30 pm at Ingham ISD EC Services, 6520 Mercantile Way
- **Operations Committee Meetings**
 - 11/08/18 from 2:30 – 4:30 pm, Ingham ISD EC Services, 6520 Mercantile Way
 - 12/13/18 from 2:30 – 4:30 pm, Ingham ISD EC Services, 6520 Mercantile Way

ADJOURN

*Visit the Ingham GSC website at <http://www.InghamGreatStart.org>
for Agendas, Minutes, Meeting Calendars, the Ingham Children's Action Agenda and more.
Check out our Facebook Page at <http://www.facebook.com/InghamGreatStart>*