

**Ingham Great Start Collaborative
Operations Committee Meeting Agenda
Thursday, November 8, 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, Lucy McClintic, Michelle Nicholson, Stephanie Thelen

1. The 11/8/18 Operations Committee Meeting Agenda and 10/11/18 Operations Committee Meeting Notes were approved as stated.

2. Inclusion Activity – Parent Café Question

Today's inclusion activity question focused on knowledge of parenting and child development – *“What one piece of advice about parenting would the “current” you share with the “past” you? Lessons learned?”* Members shared as follows:

- As a grandmother, I know to treasure the moments and be in the moment, as time goes by too fast.
- I realize I need to remember to take the time to incorporate learning moments with all the homework, reading and everything else that needs to get done. Keep calm and parent on.
- In my experience, people are going to have a lot of opinions about parenting, and I need to be okay with those opinions. My mom may have opinions that differ from mine—and that's okay.
- I've learned to enjoy *each* age because it goes by so fast. I recommend spending every moment you can with your children because they grow up in a blink.
- If my children call, I will drop everything and take time with them. You learn that spending time with people is more important than a showroom house.

3. Family Engagement

• **Parent Cafés**

The Local Leadership Group (LLG) held a Parent Café for the Nurse Family Partnership and the Early Head Start families in October. The November Parent Café series is also going well. Discussion has been about resiliency and knowledge of child development. Going forward, literacy—including the Read By Grade Three Law and the K-1 Literacy Calendar—will be topics of discussion.

The goal for Parent Café series is to get the “right” families connected to LLG and Family Coalition—Early Head Start and NFP families to LLG and other home visit families to the Family Coalition, and all families connected to Ingham GSC. Currently, the Parent Café sign-in sheets provide information about what school districts families attend so families can be directed to the most appropriate resources in their area. Parent Cafés resume in January 2019.

Head Start offers parent meetings called “parent cafés” for their families; however, to avoid confusion, families at the various Head Start locations will be changing the name of their parent meetings in December. Grand River chose the name “Grand River Action Members”—or GRAM.

- **Family Coalition**

The next Family Coalition meeting is scheduled for December 13, 2018, at 5:30 p.m. at the Family Growth Center, with dinner and childcare provided. New families continue to learn about the Family Coalition through the Local Leadership Group, Ingham Play & Learn Groups, GSRP and Head Start. The Family Coalition will continue to be a standing agenda item at Ingham GSC meetings.

- **Connection to License-Exempt Providers**

As part of the 32p Workplan, Jessica is currently meeting with Great Start to Quality (GSQ) to connect to licensed-exempt providers. Jessica plans to attend a GSQ orientation next week to meet license-exempt providers, and also plans to attend the license-exempt provider group the following week. The license-exempt provider group (along with their facilitator) are invited to the December 13 Family Coalition meeting. The connection to license-exempt providers aligns with the Ingham GSC Outcome 3 parent-led Activities. Training materials focused on the Ingham Early Learning Calendar were previously developed for license-exempt providers and could be a resource for Jessica to use at Family Coalition. Jessica plans to update the Family Coalition brochure to include Great Start to Quality resources, along with other valuable information.

- Wendy gave a shout out to both Jessica and Effie who attended the Cristo Rey Baby Shower event last week. Both were successful in engaging families at this well-attended event. A Great Parents Great Start referral was submitted at this event.
- Jessica plans to attend the CMH Family Zoo Days at Potter Park Zoo this Saturday, November 10, from 1:00-4:00 p.m. She will distribute books, Ingham ISD Family Learning Connection cards, as well as other resources.

4. **CAUW Collaborative Funding Grant Opportunity**

In August, Capital Area United Way (CAUW) offered funding through a pilot grant focused on collaboration in the areas of financial stability and education. The application for this grant required lead organizations to partner with at least two 501c3 organizations eligible to receive CAUW funding. One grant requirement was that applicants could not currently be receiving funding from CAUW. Michelle and Wendy attended an informational meeting and were moving forward with the application process. There was difficulty finding partners to meet the specific grant requirements within a short timeline; and thus, Ingham GSC did not move forward with the application. The pilot grant ultimately did not launch. A full-scale grant application is now in process through CAUW, and Ingham GSC is hoping to apply. Michelle and Wendy plan to attend a meeting in December to get more information before moving forward. Potential partners (South Lansing Ministries; Islamic Center, Willow Tree, Shared Pregnancy) were discussed.

Michelle reported an Ingham ISD Play & Learn group facilitator plans to provide an Ingham Play & Learn Group at the Islamic Center twice per month initially, with the goal of building capacity for the Islamic Center to continue the group in the future. Currently, the approximately 40 children who attend the Islamic Center preschool will be invited to the Play & Learn group after preschool hours. Depending upon attendance, the Islamic Center is open to having families outside the Islamic Center attend the group.

5. Plan 11/14/18 GSC Meeting Agenda

- **Inclusion Activity** – Jessica will provide a Parent Café Question.
- **Great Start Family Coalition Update** – This will be a standing agenda item following the Inclusion Activity on the Ingham GSC Agenda.
- **Spotlight** – Amy Romback will share information about the website [Macaroni Kid](#).
- **Outcome Group Possible Questions**
 - How does the Spotlight on Macaroni Kid align with Outcome groups activities?
 - Review progress on activities since October GSC meeting
 - Next steps between now and the December GSC meeting
- **Facilitation of Outcome groups**
 - Outcome 1 – Jessica and Michelle
 - Outcome 2 – Lucy and Fran
 - Outcome 3 – Wendy and Effie
 - Outcome 4 – Corrie and Laurie
- **Evaluation and Updates** – Hindsight 20/20 evaluations will be used.
- **Chair:** Lucy **Timekeeper:** Effie

6. Operations Committee Updates

- Literacy Essentials Train the Trainer – A few Ingham ISD Early Childhood staff attended the first set of two-day trainings last week. Something new learned was that the training to providers will be 24 hours in length, in addition to the time spent prior to the training on the Essentials modules.
- Trusted Advisors – tabled due to time constraints
- GSRP slots – tabled due to time constraints
- 32p Workplan and Budget review call – tabled due to time constraints
- December Operations Committee and GSC meetings – Operations members proposed holding December Operations and GSC meetings to keep the momentum.

Review Next Meeting Dates and Times:

- **GSC Meetings:**
 - 11/14/18 from 1:00 – 3:30 pm at Ingham ISD Early Childhood Services
 - 12/19/18 from 1:00 – 3:30 pm at TBD location
 - 01/23/19 from 1:00 – 3:30 pm at TBD location (*meeting date change due to conflict*)
 - 05/08/19 from 1:00 – 3:30 pm at TBD location (*meeting date change due to conflict*)
- **Operations Committee Meetings:**
 - 12/14/18 from 10:30 am – 1:00 pm at Ingham ISD Early Childhood Svs (*meeting date change due to conflict*)
 - 01/10/19 from 2:30 – 4:30 pm at Ingham ISD Early Childhood Svs
 - 05/02/19 from 2:30 – 4:30 pm at Ingham ISD Early Childhood Svs (*meeting date change due to conflict*)

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