

Ingham Great Start Collaborative Operations Committee Notes

04/11/19

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

- I. The 04/11/19 Operations Committee meeting agenda and the 03/14/19 Operations Committee meeting notes were approved as stated.

II. Inclusion Activity – Parent Café Question

Today's Parent Café question - What are some personal or professional things you would like to purge or change?

- Let go of documents not needed and/or reorganizing documents that are kept so they can easily be found when needed
- Move winter clothes to different pile to get ready for summer clothes
- Need to organize when it impacts daily life and causes anxiety

III. Family Engagement

- a) **Parent Cafés** – A Parent Café was scheduled for March 19 with no attendees. A suggestion was made to get flyers to partners well in advance to promote Café events. There will be no April Parent Cafe due to focus on Family Coalition. Jessica may do a Parent Café at East Lansing GSRP Parent Advisory meeting. Jessica is working on confirming the date; and will check to see if school pick up time or evening would work better.
- b) **Family Coalition (FC)** – [Two FC meetings](#) took place this month, March 7 and 28, 2019, at the [Family Growth Center](#). Some parents at the March 7 meeting also attend the March 28 meeting. Discussion included literacy and Read by Grade 3, as well as advocacy, including food allergies and health issues at child care. Parents discussed how they have advocated for children in the past. Jessica reserved more Raising Readers Backpacks for children to use. Upcoming Family Coalition meetings are scheduled for April 25 and May 23, with no meetings in June and July. Plans are being discussed for June and July – maybe visits to parks and connecting with potential pop-up Play and Learn groups. Jessica will continue to share resources with families related to literacy to keep families engaged.

IV. CAUW Collaborative Funding Grant

As part of the Engaging Families in Early Literacy Collaboration, Ingham GSC and the four other collaborative partners – South Lansing Ministries, Refugee Development Center, WKAR, Greater Lansing Islamic Society, had an interview with United Way on 4/11/19 to answer questions posed by the CAUW grant review team. All five education collaborations were scheduled for interviews. The grant review team had questions about WKAR’s role, and Islamic Society’s stipends for facilitators and role of the Imam. As a result of the collaborative application process, WKAR had a literacy event at the Islamic School before spring break with 200 families in attendance. Michelle shared pictures from a Facebook post about the event with Operations Committee members.

Related to publicity regarding literacy, WILX aired a story [Capital Area Head Start focuses on early literacy](#), in which Lucy was interviewed at a Literacy night at Pine Street Head Start on March 14.

V. Outcome 4 Discussion

Outcome 4 has not had all needed partners at the table to move the activities in Strategy 2 forward. Suggestions included inviting the Director of Ingham ISD Public Relations, Micki O’Neil, to Outcome 4 due to her connection to T3 and Economic Workforce Development; inviting someone from higher education (due to lack of teachers); and someone from the faith-based community. Michelle will follow up with Micki to invite her to the April meeting.

VI. Plan 04/17/19 GSC Meeting Agenda

- a) **Inclusion Activity and Family Coalition Update** – Jessica will provide a Parent Café question and have the April Coalition meeting flyer available.
- b) **March Spotlight** – Outcome 1 – Prenatal health care survey from Ingham County Health Department presented by Krystal Davis and Jackie Markey.
- c) **Future spotlights** – May: CADL resources Chance at Childhood; Mid-Michigan Trauma Collaborative/Handle with Care.
- d) **Outcome Group Questions**
 - (i) How does the Spotlight align with Outcome Group Activities?
 - (ii) Review progress since the March GSC meeting.
 - (iii) Next steps between now and the May GSC meeting.
 - (iv) Following share-out, what would the Outcome group’s next step be?

- e) **Facilitation of Outcome Groups** – Effie will be absent; all other Operations Committee members present at today’s meeting are planning to attend GSC meeting.
- f) **Evaluation** – Different methods work well for a few months and then participation wanes. Operations members discussed new ideas, including one feeling word from all members. Another idea was to ask members to respond with thumbs up or down to the following questions :1) Is there something new you learned today? 2) Is there something that you will take back to your organization? 3) Do you have an action card add. Operations Committee members were reminded to make sure Outcome group members complete “I plan to communicate this information to” and to make sure to record action card information on Flip Chart notes.
- g) Chair: Jessica Baker Timekeeper: Barb Monroe

Michelle, Wendy and Jessica plan to do a GSC Orientation with the new ICHD Maternal Child Health supervisor, Sally Meyer, on May 2. Sally is also planning to attend the May Operations Committee meeting. Effie shared Melissa Threadgould will take over Fran’s role of supervisor, Early Intervention Services. Wendy will reach out to Melissa to invite her to the May 2 GSC Orientation and Operations Committee meeting.

VII. Operations Committee Updates

- a) Waverly School District may take one Head Start classroom back for Early Childhood Special Education due to space needs. If this happens, it is not known if Head Start will then be down a classroom or have space elsewhere in Waverly. Backup plans are being explored in case there are less Head Start slots in Waverly, including connecting with Webberville tuition preschool and Liz’s Breadcrumbs. Head Start space in Grand Ledge is also questionable – Head Start has looked at the closed Rainbow Childcare location, which is sitting vacant in Grand Ledge, as a possible facility to rent for Head Start classrooms.
- b) Jessica attended Literacy nights at CADL downtown branch. Unfortunately, no other families attend the first three nights. Flyers have been shared at Jessica’s daughter’s school. Jessica shared the Scholastic Literacy Tool Kit and the Read by Grade 3 Parent Guides were used, and a list of books for different aged readers was shared.
- c) Two Preschool Application and Enrollment days are planned for Summerplace Townhomes on April 15 (Arabic and Nepali interpretation) and April 25 (Burmese, Somali, and Swahili interpretation). Lansing

GSRP will supply interpreters through cultural brokers and/or bilingual assistants, and GSRP enrollment staff. Head Start plans to have enrollment staff on-site as well.

- d) Kids Count Michigan and County reports will be released on April 23 with a partners' call scheduled for April 15 at 1:00 pm. Kids Count information and reports can be found on the [Michigan League for Public Policy](#) website.

VIII. Future Meetings – All meetings will be held at Ingham ISD Early Childhood Services, [6520 Mercantile Way](#), Suites 1 & 2, Lansing, MI.

- a) **GSC Meetings** – 04/17/19 and 05/08/19 from 1:00-3:30 p.m.
- b) **Operations Meetings** – 05/2/19 and 06/06/19 from 2:30-4:30 p.m.

IX. Adjourn

View Agendas, Minutes, Meeting Calendars at www.InghamGreatStart.org.

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