Indiana Head Start Association Virtual Board Meeting

May 12, 2020

I. Call to Order: Tara Meachum, President, called the meeting to order at 10:07am.

II. Roll Call: Mary Lee Freeze, Secretary, read the roll call of representatives.

Present:

III. Introduction of Executive Director: Tara introduced Rhett Cecil to the Board.

IV. Approve March 2020 IHSA Minutes: These minutes will be available for the June meeting.

V. Agenda:

1. Indiana State Collaboration Report: Tonia Carriager, State Collaboration Director, report is attached. She shared a few highlights and asked if there were questions. Melody Minger made a motion to accept the report, seconded by Shane Matlock and the motion was approved.

2. Northern Cluster Report: Bailley Maxwell shared that due to COVID-19 this group has not met.

3. Central Cluster Report: Christine Garza shared her frustration for the meeting that she had set where she and Tonia were the only attendees. She discussed presenting “The Growing Brain” at no cost to the Central Custer.

4. Southern Cluster Report: Kris Matthews shared that due to COVID-19 there has not been a meeting.

Tara asked Kris what program hasn’t paid dues and she responded that Paladin hasn’t.

5. EHS Cluster Report: Mary Goedde shared that they have not met and she is considering a Zoom meeting for June.

Tara asked if IHSA should do a virtual meeting for Directors in regards to how they are working toward opening their programs back up. Christine shared that her program had never shut down and served essential workers in partnership with the city of Indianapolis. She shared that they kept all 9 centers open but were down from an attendance of 800 to the lowest served at 93. She also shared that she had moved ahead and licensed sites for older children as well.

Tara shared that she is looking at reduction of numbers in classrooms and possibly double sessions.

Debbie shared that she has a vendor for PPE and she will send out that information to others as she has gotten PPE delivered within 10 days of ordering.

Robyn shared that their biggest problem has been ordering and getting PPE.

It was agreed by consensus that a Director’s virtual meeting should be set up.

Lisa asked if anyone had surveyed staff for their concerns and it was shared that availability for childcare for EHS/HS staff children has been the concern.

Tonia said that there are so many unknowns and that childcare will be a huge issue with fear driving concerns, too.

Shane shared that he has heard multiple ideas from his schools and that they have not settled on a particular plan and may not until late July.

Tonia shared that FSSA is working on updating guidance for childcare.

Rhett shared that Region V is working to compile best in practice standards for reopening and that anybody with ideas should shoot him an email. He said that they have even looked at what Denmark has done.

6. Treasurer’s Report: Kris Matthews shared that at the end of April IHSA had $158,920.86 in the savings account and $114,910.32 in checking.

7. Ex. Director Updates: Rhett shared the activities that he had been working on and connections that he has made within Region V.

8. Region V Report: There was nothing to share.

9. Update on Region V Funds: Debbie shared that she emailed Barb Haxton but had not heard back from her. She sent a second email last night and is awaiting to hear.

10. 501C Application Status: Debbie shared that this is still being worked on along with the Officer and Board Liability Insurance. Rhett asked if there is a copy of the original letter and no one was able to share for sure.

11. Press Release: Kris shared that she had written one for the books that were donated and given it to Debbie. Head Start Success in Child Welfare had a lot of statistics about Head Start children and families that could be shared. Rhett will use this report and talk with Kris.

12. July Conference Update: Kris shared that she needs to know how to move forward. This conference is scheduled for the week that everything in the State of Indiana is scheduled to reopen and currently the hotel has said they would not refund the money but they are willing to change the date. Rhett talked about the possibility of making the event available both in-person and virtually. Rhett will talk to Tara and Kris. Shane asked how much could be lost from the hotel in regards to rooms and food and that amount is around $10,000. Christine said that the group needs to consider that Marion County might keep stricter rules than the state at large due to numbers of COVID cases.

13. Directors Meetings: Tara will send out a Survey Monkey and establish a virtual meeting.

VI. Action items identified at March Meeting

1. MOU First Steps: Tonia will send out the comments that Kris submitted and receive any other comments so she can work to help create an MOU with First Steps.

2. Job Descriptions: Due May 31st: Tara will resend these.

VII. New Business

Debbie shared that she just heard from Barb Haxton that IHSA will receive $20,000 in the next two weeks and the remaining $20,000 by the end of August.

Meeting adjourned at 11:05am.

Mary Lee Freeze, IHSA Board Secretary