



*All New Haven children, birth through 8 are healthy, safe, thriving in nurturing families and prepared to be successful lifelong learners.*

## **NHECC Council Meeting Minutes**

November 6, 2019

Time: 3:00-4:30 pm

The United Way of Greater New Haven

Meeting Called to Order by Dr. Boise Kimber (Co-Chair) at 3:00 PM.

Minutes from October 2, 2019 Council meeting were unanimously approved.

### **School Readiness Project Director Report**

#### **October SR Utilization Report**

- Denise provided an overview of space utilization report for the SR Programs in New Haven. Denise stated that she would be providing this report monthly for the Council. There are currently 84 spaces open (61 full day, 16 school day, and 6 part day). Openings are down from last month's number of 100 open spaces. Denise stated that the Council would need to approve the moving of spaces soon. The OEC will want to know if the Council is moving spaces from providers with chronic openings, to providers with openings that can take children. This is due by November 25th. Any allocated spaces would be returned to the Office of Early Childhood (OEC) in December. The Council will need to indicate that programs are able to have children in the seats in order to keep the allocated slots.
- **Discussion** - Creative Me and Auntie Rose have a note that they are not eligible for taking additional spaces. Denise stated that there was some discussion as to whether Creative Me and Auntie Rose are eligible due to lack of NAEYC accreditation. Denise also shared that they are not in compliance with QSM requirement of having a teacher with CDA credentials in the classroom as well. Council members expressed a need to gain clarification on the programs' status with QSM and with NAEYC accreditation. If NAEYC is not required at the time, then they should be able to get more spaces. The suggestion was for the Council to allocate slots in alignment with OEC requirements. A motion was made to revisit both of these requirements and revisit the allocation of additional slots if the programs can take additional families. The motion specifically states: define not eligible and the Council adopt a procedure/policy for space allocation that aligns with state regulations. Currently, NAEYC accreditation is not a factor until after three years. Denise is also going to investigate whether a waiver can be made for programs not meeting the QSM requirements.

#### **Financial Budget report**

- City of New Haven Budget Update and Comer Project Funds Allocation - Sarah shared that the United Way is in receipt of the City of New Haven Contract. Sarah also shared that the Council has also received an outline of the Comer projector for which the City of New Haven has allocated

\$3,000 towards. Sarah explained that the allocation of the \$3,000 for the Comer program is a condition of our City of New Haven contract. The funds provide program support for the training. Most of the funds will support the purchasing of training materials. The Family committee will explore the ways in which the outcomes of the program align with Council strategies.

- **Procurement Policy**

The Procurement policy was reviewed by the Council members. Discussion and questions included whether the Council should lower its threshold for vetting vendor contracts given that NHECC has a lower operating budget for the United Way. Another recommendation was to add a section for sole source: cases in which only one vendor can provide a service the Council is seeking to procure. The final recommendation was to review whether the policy should, as stated on Page 2, apply to “Council membership, staff, delegates, and other volunteers”. Lastly, the policy should outline the internal process for how contract decisions are currently made: Executive Committee makes a recommendation for a Council vote.

**Presentation by Lisa Gordon and Davia Brown-Franklin from Bank Street College of Education:**

- Orientation to NH Child Professional Learning Community for parents, providers, and community partners - Lisa Gordon shared that Bank Street College is launching a professional learning community. Educators, parents, community members and providers are invited to participate in six (6) two (2) hour sessions that help attendees incorporate the tenets of an ideal learning community into their programs and education practices. Sessions are held monthly at the Wilson Library and start on November 19th. Individuals interested in participating should email Lisa Gordon at the email address provided during her presentation. A stipend is offered in the amount of \$50 per session. Dinner will be served. No child care is available at the time.

**Presentation on Little Read by Sandra Malmquist, Creating Kids**

- Sandy shared how the Council can leverage the annual Little Read event held by Creating Kids annually during the Week of the Young Child. Sandy highlighted the opportunity to connect with families, promote the importance of early childhood and literacy, as well as utilize the event for connecting families to preschool options in New Haven. In the past, the Council supported the Little Read with a financial contribution that helped to provide books, a potluck celebration and curriculum boxes. The curriculum boxes are offered to programs with limited resources to use in their programs. A recommendation was made by Dr. Kimber to move the discussion for consideration to the Executive Committee. The Executive committee will present a proposed amount for a Council vote in December. Elisabeth Teller suggested that the Council also examine other ways to support the Little Read.

**Committees Review**

- Family Partnership Committee - Luis Chavez Brommell shared the questions the committee developed for the Neighborhood canvassing project. The questions were distributed on a handout at the meeting.
- Quality Committee - no report
- Access Committee - no report

**Announcements**

Sandy Malmquist from Creating Kids was nominated and accepted a leadership award from the Connecticut Association for the Education of Young Children (CTAEYC).