

## **Nevada EARLY CHILDHOOD ADVISORY COUNCIL (ECAC) Minutes**

*“Nevada’s children will be safe, healthy, and thriving during the first eight years of life, and the system will support children and families in achieving their full potential.”*

### **Public Meeting**

**Tuesday, June 2, 2015**

**9:00 AM**

### **Meeting Locations by Video Conferencing**

Las Vegas:	Nevada Department of Education, Board Room 9890 S Maryland Parkway, Suite 221, Las Vegas, 89183
Carson City:	Nevada Department of Education, Board Room 700 E Fifth Street, Carson City, 89701
Reno:	Early Childhood Professional Development Center, Training Room 240 S. Rock Blvd, Suite 143, Reno, 89502
Elko:	ECSD Admin Conference Room 850 Elm Street, Elko, NV 89801
Ely:	WPC COOP Ext 995 Campton Street, Ely, NV 89301

## **AGENDA**

### **1. Welcome, Call to Order, and Roll Call**

Chairwoman Tammie Williams called the meeting to order at 9:10 AM

#### **Las Vegas Members**

- Tammie Williams, Head Start State Collaboration- NDE
- Angela Triche, Head Start Programs-Sunrise Children’s Foundation
- Carrie Paldi, Local Provider of Early Childhood Education and Developmental Services- Creative Kids Learning Center
- Dolores Hauck, Southern Nevada Nonprofit Early Childhood Programs
- Sherry Halley, Part B Office and State 619 Coordinator-NDE

#### **Carson Members**

- Kathleen Bent, Division of Mental Health and Developmental Services
- Brenda Bledsoe, DHHS-IDEA Part C

#### **Reno Members**

- Anna Severens, State PreK-NDE
- Marty Elquist, Northern Nevada Nonprofit Early Childhood Program-The Children’s Cabinet
- Julie Hitchcock, Kinder Care Learning Center

#### **Las Vegas Public**

- Patti Oya, NDE
- Chantel Wakefield, NDE
- Ronald Barakat, NDE
- Angela Rose, The United Way of Southern Nevada
- Amanda Habousch-Deloye

#### **Reno Public**

- Tina Springmeyer, WCSD

- Cindy Johnson, NDE
- Sherry Waugh, UNR
- Dianne Nicolette, TMCC
- Kimberly Regan, SNACS, NevAEYC, P-20 Council
- Elizabeth Christensen, Center for Program Evaluation
- Deborah Loesch-Griffin, Turning Point Inc.
- Valerie Dockery

Elko

- Lisa Calder, Local ECAC and ECSD
- Martha Strack

**2. Public Comment #1**

Chairwoman, Tammie Williams, asked for Public comment. There was none.

**3. Approval of Flexible Agenda**

Chairwoman, Tammie Williams, asked for approval of a flexible agenda.

**Motion**

- Sherri Halley motioned for a flexible agenda.
- Dolores Hauck seconded the motion.
- The motion passed at 9:12 AM.

**4. Approval of Consent Agenda**

Chairwoman, Tammie Williams, asked if there was any discussion concerning the April minutes.

- Marty Elquist had corrections. She asked Steve Schorr, which area of CCSD he represented. Mr. Schorr was not in attendance but it was determined that he is not a CCSD representative. She, therefore, asked for the removal of CCSD with relation to Mr. Schorr.
- Ms. Elquist stated that punctuation is missing throughout and that there needs to be periods at the ends of sentences. On page four, item seven, after the first paragraph, there needs to be a break after C. Find and replace the lower case c to uppercase on Council throughout the document. On page six, Dolores Hauck's last name is spelled incorrectly. On number nine, page six, third bullet under motion, "Marty Elquist explains" section was not correct. It should be "in other areas of the Head Start Act, such as other funding sources."
- Tammie Williams said it should read, "In laws other than the Head Start Act.
- Marty Elquist stated that it should be "in laws other than the Head Start Act and other funding sources". Under number nine on the same page, Jack Zenteno was spelled incorrectly. The correct spelling is Zenteno. The Contractors for Development Fund should be capitalized. In section nine were it stated the ECAC has to be consulted should be stricken. On Page eight, under motion, in the first paragraph after the bullets, Marty Elquist wanted an update on the PW20 Council's work. On page nine, the third bullet, the capitalization needs to be revised. On page ten, the third bullet, it should be "thanked Marty". On page ten, third bullet under motion, "Silver State Strong Plan". On page eleven, bullet read funny, and the work of the subcommittees should be temporarily suspended seems redundant. The wording should be NAEYC on page twelve. Reno Association for the Education of Young Children needs to be capitalized on page twelve, as well.

- Tammie Williams asked for any other discussion.

**Motion**

- Marty Elquist motioned to accept the minutes with the changes made.
- Anna Severens seconded the motion.
- All were in favor.
- The motion carried at 9:21 AM.

**5. Item A: Updates**

Chairwoman, Tammie Williams, stated that Carrie Paldi would update the Council.

- Carrie Paldi stated that the NevAEYC conference was held in April at the Grand Sierra. It included a P3 track. She stated that you can access information on their Bylaws and Strategic Plan on the NevAEYC website which had been revamped. She stated that the walk the Reno Association held for young children was successful, as well as family fun day. Ms. Paldi stated that NevAEYC is seeking nominations for upcoming positions. She told the Council members that some of the positions are opening, and asked them to contact her to become a potential nominee. She told the Council that she was asked to share information about the ECE Awards Ceremony that is coming up on July 17<sup>th</sup>.

**6. Item B: Local ECAC**

Chairwoman, Tammie Williams, asked for updates from local ECACs

- Amanda Habousch-Deloye told the council that the Southern Nevada ECAC had a meeting on Wednesday, May 27, 2015. They decided to focus on all areas; not just education. She stated that they feel Early Childhood is not in the media enough and they want to focus and more on media exposure. She stated that the Step Up for Kids Event in September is going to be used to launch a media exposure campaign. She stated that they had secured the Springs Preserve for that event. She stated that, right now, the date for Step Up for Kids is Monday, September 28, 2015 They want to support other ECACs in doing events, as well, for Children's Day. She stated that Silvia and Lillie England have a lot to do with moving the date forward. She stated that the local ECAC could use feedback and guidance.
- Chairwoman, Tammie Williams, asked if the representatives in Carson City or Reno had anything to add.
- Cindy Johnson stated that the Carson City ECAC had not met since March.
- Lisa Calder, from Elko, stated that their local ECAC had just done a big Trauma Training with over 200 people. She said that their next meeting is scheduled for August. She further stated that the Elko ECAC wants to work with the Preschool and Kindergarten teachers to do some community building, and to understand where each of them come from and how they work.
- Sherri Waugh stated that, even without Melissa Burnham, they had continued their work on P3, and she had participated with the striving reader's team to do class observations. She stated that they have continued to work on their logic model and framework. She stated that they met with Washoe County Executive Level people to describe their work, and engage them in continuing their work; especially with Patty Faulk retiring.
- Chairwoman, Tammie Williams, asked who was in Elko with Lisa.
- Martha Strack responded that she was there.
- Valerie Dockery stated that, after the event in March, they did have a follow up meeting and had discussed the success of that event.

## 7. Item C: SS KIDS Pilot Evaluation

Chairwoman, Tammie Williams, introduced Deborah Loesch-Griffin

- Deborah Loesch-Griffin asked if everyone received the handout of the preliminary findings. She stated that they had been working with the pilot for the last two years, and it was coming to a close in June. She thanked the Council for allowing them to come in and present this information, and stated that they wanted some feedback regarding some of the lessons learned, and how it will be viewed. They are still doing surveys and encouraged the Council to read reports as they are released. She stated that the answer to the question of how widespread Teaching Strategies GOLD® is: Six school districts logged in (Churchill, Clark, Lincoln, Mineral, Washoe, and White Pine), and out of 23 classrooms only 15 were regular kindergarten classrooms, all of which were in rural counties.
- Elizabeth Christiansen stated that it is a messy system with a lot of needed cleanup. She further stated that there are districts in the system which has not been entering data.
- Deborah Loesch-Griffin stated that the next question is, how has the Teaching Strategies GOLD® increased in consistent and standardized use? The answer to that question was that 98 people had completed the Inter Rater Reliability (IRR) at the end of year two. She stated that the certification and criteria would allow for more people to train and use the system.
- Sherry Halley stated she had spoken with Julie Casper, who indicated that she will encourage her users in Clark to go through IRR process. Sherry stated that one of her concerns is how accurate and reliable the data is.
- Deborah Loesch-Griffin thanked Sherry. The third question was how consistent the training is, and the amount of training received. She stated it was five hours before August 2014, with 51% indicating they had received no training. She stated that the new folks coming on board need to receive training. Question four was how important training is in order to succeed with ongoing need of the assessment. She stated that they received many comments with regard to their needing to be some incentives, and that there is a high turnover in the PreK field.
- Chairwoman Tammie Williams apologized about the training scheduled for January, because the day before the training, the trainer was hospitalized, and could not be rescheduled due to the distance necessary for travel.
- Deborah Loesch-Griffin stated that it speaks largely to having the people to do the training. She stated they did an Action Learning Circle, which had great teacher engagement, and they discussed how to get parents engaged.
- Chairwoman, Tammie Williams stated that she and Patti Oya observed the final reporting of Learning Circle, and they were amazing and helpful to her and Patti. She thinks they can also help TSG in the area of Disabilities.
- Deborah Loesch-Griffin stated they videotaped each of the presentations, and have all of the documentation. She stated that Patti or Tammie will upload it to the website. The next question was how has TSG been used? She stated that they have a really robust sense of how used it was with parents. The actual survey shows that they share more with parents than any other area. She stated that the teachers said that the individual child report was a great indicator when showing parents where their children are at. She stated that other assessments have to be translated in the report cards, and those take precedence in Kindergarten. She stated that they learned that this makes family nights really important. She stated that all use in most of the areas had gone down except when it comes to discussing it with parents. The next question was can TSG be used for a Kindergarten entry assessment, and was told that it was not used in that way. She stated

it is consistently in the PreK environment, but that there is no cross communication between PreK and Kindergarten. She stated that there needs to be encouragement for a communication structure.

- Anna Severens stated that it is unfortunate that they have not been able to get more Kindergarten participation.
- Deborah Loesch-Griffin stated that Early Childhood people see the value, and the users think it is a valuable tool. In Kindergarten, however, that conversation has not occurred in a systematic way in order to bring them on board. She stated that it is an opportunity to get together with Superintendents and have that conversation. She stated it would be a huge push to get Kindergarten to adopt TSG.
- Anna Severens agreed and it was not anything they didn't know and it advocates for PreK to third grade alignment. She stated it needs to be intentional and sustainable.
- Marty Elquist stated that she does not believe it is just the tool. She stated they need ongoing training and people to support schools with implementation. She stated there is a lot of emphasis on TSG not being the right tool, and they have heard feedback about the difficulties of using it in the Kindergarten classroom that is not the PreK observational based setting. She stated that she wants them to be cautious about looking at it has a tool issue
- Deborah Loesch-Griffin stated that people, who use it, value the tool. It is the system and the demands that are creating the problems.
- Valerie stated that, in speaking with her supervisor, they were not a part of the initial assessment because they already have so many tools for them to use. However, they may want to participate in the future. She stated that there many things happening right because of the Academic Content Standards now, and they can't use all of the tools made available as a result. She stated a conversation needs to occur with Curriculum Directors as to the introduction of new tools. She stated that they are also at a disadvantage, due to not being a part of the PreK Development Grant. She further stated that there are twelve School Districts that are not a part of that grant.
- Deborah Loesch-Griffin stated that it should not be an on or off table situation
- Anna Severens stated that the assessment meeting, a few weeks ago, had great attendance. She said they would be working with CCSSO in the immediate future. She stated that what attracted them about the tool, initially, was that so many PreK programs use the TSG. She stated that the bridge to Kindergarten has to be a focus.
- Deborah Loesch-Griffin stated that the next question was parent engagement. What does it look like, and why is it important? She stated that there are still some surveys coming in. Deborah stated that they conducted site visits and case studies. She stated that parents from those school sites submitted surveys, and the few that have reported good results. She told them that it was a mix in what she got from observations and interviews. They listened to ALC participants who went deeper with parent participation, which indicates how strong the parent teacher student relationship can be when parents are engaged. She stated that not all sites have access to parent portal technology, and they are not fully used because an administrator has to give access to secondary users. She said that they need to make sure administration knows what their roles are. The next question was what schools would need to sustain ongoing use of the TSG. She stated that research has shown six criteria that they notice are needed for sustainability. She asked if they agree with this criterion. She began reading them:
  - Formal Training
  - Structural Supports for teachers
  - Missing Four criteria?????

- Deborah Loesch-Griffin stated that they had issues with the fact that there were not second year funds. It was a crucial part of the decision for the Districts
- Anna Severens asked why there were no funds for the second year.
- Deborah Loesch-Griffin asked Tammie to help her out. She stated one reason was that there were no grant requests received and the other was fiscal agents would have had to go out to RFP classes and therefore the funds unspent.
- Chairwoman, Tammie Williams stated that both areas were basically true. She did not receive the applications. She stated that one came in late, and that there were contract issues with NDE fiscal and HHS, and the differences in how fiscal issues are handled. She stated that, unfortunately, there was a lot of trouble with the transition of the funds from HHS to NDE all around.
- Carrie Paldi stated that the money set aside for the grants was lost in the shuffle basically.
- Chairwoman, Tammy Williams said yes.
- Anna Severens asked that since a low number of people participated, they should have been well under budget. She then asked if that money goes back to the state. She stated that they should actually see a budget of what was spent in year one and two to help them moving forward.
- Chairwoman, Tammie Williams stated that there was a meeting with the NDE fiscal department later that afternoon and that it can be discussed with them then.
- Deborah Loesch-Griffin stated that the six criteria are structural support for teachers, formal training, dropping the use of other assessment tools, timely tech assistance, regularly reviewing the use of the data at multiple levels, as well as the certification process for teachers that are highly skilled in using the assessment. She asked the Council members "Out of the six criteria, what their sense about what the capacity of the state was, and how might the evaluation team think of those as they are looking at all the data, and putting it together?" She stated that certification is more of; Does one meet the current criteria for being an experienced user? For example, having completed or passed the IRR. She stated that it had to be specifically related to the use of the assessment.
- Cindy Johnson asked if they would have bonuses, grants, or increased pay for certification.
- Deborah Loesch-Griffin stated that it would go along with retention, incentives, and other criteria as well.
- Anna Severens stated that it was something to look at as the Nevada State Structure is being put into place. She stated that some structural support is needed, and that we should look to other states that are doing this work.
- Marty Elquist stated that they have given us the framework for a clear implementation plan. She would like to see some kind of communication plan or summary plan with the people that are responsible for the assessments of each District. She further stated that they would be critical for having district level support and training with the tool. She stated that we are not going to get the principals and administrators to buy in on this, and we need to all realize that. She stated that she thinks that we can, however, use this to get us to P-3.
- Carrie Paldi stated that another barrier was the multiple assessments, with every district chooses their own assessments. She stated that this practice was one of the biggest issues in the beginning, because they were already using District specific assessments, assessment and did not want to use another one. She stated that a state level assessment requirement to use a particular assessment would help solve the problem.

- Marty Elquist stated that some of the items discussed at the TSSO meeting included concern over multiple assessments, duplication, and putting demands on teachers, then changing requirements in a couple of years. She would like to see us put a new assessment in place, and have an appropriate timeline in which to accomplish it. She talked about how a proper plan is critical in order to avoid funding for assessments.
- Dianne Nicolette asked how many five year old children attend kindergarten in Nevada.
- Anna Severens stated that the majority of Kindergarten aged children attend school in Nevada, and that her understanding was that it was 90%.
- Carrie Paldi stated that Amanda Habousch-Deloye would come up with some information regarding Kindergarten attendance. .
- Chairwoman, Tammie Williams stated that she was a recent teacher, and understands how all of those administrative changes feel.
- Dianne Nicolette stated that something powerful is going on with Common Core. She stated that it will influence decisions, and she asked them to stay on board the “Common Core train”. She stated that it will be a guiding force in teaching strategies. She further stated that Early Childhood is just coming into its own, and we will have an easier time than anyone else has.
- Anna Severens stated that she agreed, and thought it would help bring PreK and kindergarten to a new level.
- Deborah Loesch-Griffin asked if there were any more questions
- Marty Elquist asked when the full evaluation will be completed.
- Deborah Loesch-Griffin said it will be completed at the end of June.
- Marty Elquist asked if the results of the evaluation will clearly differentiate between PreK and Kindergarten.
- Elizabeth stated that Marty stated that having the results separated by PreK and Kindergarten will assist in clearly understanding how to provide support to each group.
- Amanda Habousch-Deloye gave the approximate number of Kindergarten students in Nevada. . She stated that the results were for 5, 6, and 7 year old children. . She stated that there are 38,000 six year old children, as well as 38,000 five year old children attend Kindergarten. She stated that she believed that seven year old children have to go into the first grade. She stated that the enrolment for the past year was 35,000 Kindergarten students state wide. Home school students were not included in the count. She stated that most children are in some sort of Kindergarten program.

#### **8. Item D: Early Childhood Inclusion Conference**

- Sherry Halley stated that she printed Save the Date flyers for Las Vegas, and she that she would send some to the North. She stated that the Early Childhood Inclusion Conference will be in Vegas July 13-14<sup>th</sup>, with twenty-five presenters. She stated that there will be a 3 ½ block on the second day for School Districts that are sending a general educator, a special educator and/or an administrator to listen to a panel presentation and some facilitated work time. She told them that registration is open and is \$35.00 before June 19<sup>th</sup> and \$0.00 thereafter. She stated that they are going to tag on to the end of the conference, a meeting of people that went to Connecticut to start working on the strategic plan for their Leadership team. She stated that one of the pieces of that work is that they will have to submit a letter of application for Technical Assistance. They are hoping to use some of the work that has already been done, through the Silver State Strong, to get additional people on board with the leadership team, and be very strategic about how they move forward. She said that they came up with ECSOL (Early Childhood System of Learning) for their acronym. She stated that they are working with the DASY– Center for IDEA Early Childhood Data Systems that is providing support to Sherry’s office,

and the 619 program. She stated that the two larger districts are using TSG. She stated that the DASY - Center for IDEA Early Childhood Data Systems is also supporting the conference. Sherry reported that there is good national support for the conference, as well as follow up work. The conference will be sponsored by the NDE, UNLV, IDEA Part C Office, and NCED. She stated that she can be emailed for the link

#### **9. Item E: P-20 Council**

- Chairwoman, Tammie Williams asked Kimberly Regan to discuss the P-20 Council.
- Kimberly Regan stated that the P-20 Council had not met since the legislative session. She stated that the Council is charged to:
  - Ensure methods of successful transition between Early Childhood programs and Elementary programs.
  - Develop methods to ensure parent engagement.
  - Develop methods to ensure course work assessments are aligned with post-secondary education.
  - Develop methods to ensure business collaboration with members of the academic communities and political leaders.
  - Develop strategies for growth and economic development, workforce development, addressing employment needs and workforce shortages.
  - Development of the statewide longitudinal system that links Early Childhood programs to K-12 education, and a plan for collaborative research using the data from the longitudinal system.

#### **10. Item F: Overview of Assessment**

- Chairwoman, Tammie Williams introduced Patti Oya.
- Patti Oya stated that she is doing an assessment overview, some of which was discussed in Deborah Loesch-Griffin's presentation. She reminded them that the KEA pilot was funded through P-20 funds and it was 1.5 million dollars for two years. She stated that she does not believe that nearly that much was spent, and had asked if that money could roll over to them, but she was told no. She stated that when they looked at TSG for the KEA, the Council did a wonderful job reviewing the tool. She stated that everything from Deborah's point of view was discussed when they were choosing that tool. She stated that the concerns that came up were over assessing children, the amount of time for the kindergarten teachers, and that the cost is a big factor. She stated that the KEA is mentioned in the PreK Development Grant, but there are no funds for assessment. She stated that they have to be very cognizant of what they are going to recommend or require, as a department, and then say who is going to pay for it. She asked the Council members to consider what information they want to pull, and what is necessary on a state level. She further asked them to consider what is necessary for the teachers to have and use as they move forward to improve their instruction, and if they are asking too much from one tool. She stated that they have to remember that there is a new Read by 3 Bill that also talks about a Kindergarten assessment within the first 30 days of school, and during grades one, two, and three. It will only be in schools that apply for that funding. She stated that the tricky part is that there are so many different requirements under so many funding sources. She told them that Steve Cavenero is aware of this and, in the KEA application, it is stated that he will select one KEA with the Council's advisement. She stated that he is trying to gather information on what other states are doing. They are working with Tom Shultz who referred them to Carrie Miller, and she has been sending a ton of information on what other states are doing. She stated that some



states are better than others. Steve is really going to look through the information and try to figure out what tool to use. She stated that they have the WIDA partnership at the same time. There are two parts to it: The first is the Master Cadre Trainer of Trainers, who work on projects and provide training to the community for dual language learners. The other part of the WIDA program is a prescriber to identify dual language learners. She stated that it will be a requirement in the PreK Development sites as well. She then began talking about the QRIS program for evaluation of licensed child care facilities. She stated that one for home providers is being piloted right now. She stated that it states in the PreK Development grant, that the PreK Development sites will participate in this district model for QRIS. She stated that they can only fund two coaches and there was no money to train them or the assessors. She stated that they have been working with the Kellogg Foundation and have submitted step two of the grant process. They are hopeful to hear, by August, and that will provide the funding to do the District QRIS model. She stated that there are 2 parts to the Kellogg money. They are using it to fill gaps, and there are some professional development pieces for teachers and leadership training. They feel strongly that they should not leave child care out of it. They are working with TMTP which will provide the same leadership training to childcare providers, using the Kellogg funds. They are making sure all Early Childhood programs are benefitting. A big piece of it is the transition piece, as is getting the information and looking at where they are going. She stated that even if it is not the same tool used for Kindergarten entry, that there is a plan for PreK teachers. She stated that technical assistance provided by CCSO is an 18 month TA plan, and that more information will be provided as that work moves forward.

- Carrie Paldi asked if it will apply to all schools, or only schools that are participating.
- Patti Oya stated that the way it is written is that only participating sites can receive the grant money.
- Angela Triche' stated that as one of the PreK Development sites, they have been navigating until the funds come in. Now that the session is closed, they are now on the clock. The plan is to make recommendations, but she is not sure if they can carry much weight with CCSD. They are partnering with Acelero Head Start, and with working on that relationship, they can forge the road with their backing and their board. With CCSD, they are still waiting to see what partnership they can forge, how they can use their bond rollover money, and combining with City of Las Vegas funds for possible new centers. She stated that they need to have those conversations around what PreK Development sites; how they can fund that if there is a different feeder pattern. Also being addressed is if there is one site, but there are five elementary schools that feed into it, how they can effectively communicate what the requirements are, and educate them on why it is important. She stated that they will be looking to the ECAC for recommendations on how to smoothly move forward with it.
- Patti Oya stated that the feedback that they are receiving from TTSO will help with that communication issue. They cannot force participation unless those schools are using the Read by 3 money. She stated that she hates to do things so rushed, but those decisions have to be made by this summer.
- Marty Elquist stated that Patti Oya had talked about a list that Patti and Steve are gathering about what other states that have KEA and Read by Three Literacy are doing. She asked if Patti can share that with the ECAC.
- Patti Oya stated that she needs to compile it, and it will be emailed when the compilation is complete.

## **11. Item G: Revision of Nevada ECAC By-laws**

- Chairwoman, Tammie Williams, asked Marty Elquist to speak on the revision of the Nevada ECAC Bylaws
- Marty Elquist stated that the Bylaws subcommittee met last month. She stated that they looked at the existing Bylaws and how they were created. She stated that the existing Bylaws had roles and responsibilities for three different councils. She, further, stated that now they have roles and responsibilities in the Head Start Act, CCDBG, and funding sources like the PreK development grant. She stated that the framework for the old bylaws no longer works for the Council. They took what they could from the old Bylaws and used guidance from the American Bar association and Blue Avocado on what should be included. She stated that they used Bylaw Examples from Utah, Maryland and Mississippi for guidance. She told them she did not think they should spend time going through each article. She stated that they had to seek Annalyn Carrillo's guidance on terms, vacancies, and removal. Tammie worked with Annalyn Carrillo on the necessary changes. She stated that she would leave it to the group how they move forward.
- Carrie Paldi wanted to proceed by examining the articles.
- Marty Elquist began with Article 1 Name and asked if it was ok. There were no objections. She stated that for article 2 Creation and Purpose, they took the wording from the old bylaws and AB79. She asked if there were any objections. There were none. She moved on to Section 2, Purpose.
- Carrie Paldi asked why the summary of the initial creation was removed. She stated that it looked like Annalyn removed it.
- Chairwoman, Tammie Williams stated that Annalyn had left it at just one sentence. She read it to Marty.
- Marty Elquist asked if the Council wanted to accept the revision or if they want historical information.
- Angela Triche' wants the historical input.
- Chairwoman, Tammie Williams agreed. She stated that Annalyn had said it was strictly for stream lining, and it was open for us to change it.
- Carrie Paldi wants to keep historical language. She thinks that we should change; however, the first sentence of the section that reads, "On May 24<sup>th</sup> and keep the language of effective May 24<sup>th</sup>."
- Marty Elquist agreed. She stated that the subcommittee members are Tammie Williams, Angela Triche', Steve Schorr who was not in attendance, and Carrie Paldi who was not there, but there was still quorum. She recapped that creation will remain with some historical information. She moved onto Section 2, Purpose. There were no objections. She moved on to article 3, Roles and Responsibilities. She stated that Section 1 was the AB79 and the Head Start Act of 2007.
- Anna Severens asked if it was necessary to read it word by word.
- Marty Elquist asked if they should pause and read the section on their own.
- Carrie Paldi stated that it worked for her, since everyone should have read it ahead of time.
- Chairwoman, Tammie Williams agreed.
- Marty Elquist asked if there was any objection to moving forward. There was not. She moved on to section 2, Child Care and Development Block Grant (CCDBG).
- Chairwoman, Tammie Williams stated that Annalyn made a change to how that section was numbered.
- Marty Elquist stated that it followed how section one was formatted and the Council should follow it throughout the article. She moved onto article 4, Membership and Terms. She stated that they wanted a table to make it really clear, and had a note about how it is 619 Coordinator or Part C coordinator. We need to make sure that the C is

added at the end of part. There were no objections. She stated that Annalyn had struck “without prior notification from the Council, Council Chair or Executive Director”. She moved to take out there shall be no compensation for council membership services. Ms. Elquist asked for any further discussion

- Angela Triche’ asked if there was a bit of conflict between appointment and nominations and elections.
- Carrie Paldi stated that it is her understanding that the nominations and elections are for the Chairs of the Council.
- Angela Triche’ said that it stated that the officers and members of the council shall be appointed by the governor.
- Chairwoman, Tammie Williams stated that Annalyn Carrillo stated that they could do that section as they chose.
- Angela Triche’ stated that we should strike officers and just start with member.
- Marty Elquist agreed. They moved on to Subcommittee, section three. She stated that the Subcommittee discussed ways to build a structure that keeps our strategic plan and areas aligned. She stated that they could go along the petals of our Petal Graphic. She asked if they believe that standing committees should be in our bylaws.
- Carrie Paldi stated that it should be, since we do not have a separate procedure manual.
- Marty Elquist stated that committee’s a, b, and c would be replaced with names of the actual committees. She stated that Angela Triche’ had made a suggestion about how we should have local ECAC members and Head Start members on all Standing Committees so that the ECAC is still tied to the Head Start Law.
- Carrie Paldi stated that she liked it, because it provides continuity between the Council and Head Start Agencies.
- Marty Elquist gave everyone a moment to read sections B-D. She asked for any feed back to that basic structure.
- Brenda Bledsoe stated that in item C the community shall have one Chair rather than on.
- Marty Elquist stated that there needs to be a period at the end of item C as well. She wanted to pause and talk about the next steps or subcommittees. She asked if they wanted to approve the Bylaws or approve them for now and change it later on, or moves forward; not approving them at all. She asked how the Council members would like to complete them, and proceed especially since they were not completed.
- Carrie Paldi stated that they should establish the Bylaws that day, and have them be an action item on the next agenda for completion, and then add the subcommittees. Any amendments will also be made at the next meeting.
- Marty Elquist liked the suggestion, and asked if there were any others. She asked Tammie Williams to add that they are establishing subcommittees at the next meeting as an agenda item for the next meeting
- Carrie Paldi stated that the bylaws need to be added to the August agenda as well.
- Tina Springmeyer made a suggestion that the Council may also need to create a committee based on something that may come up, such as an Ad Hoc committee.
- Marty Elquist stated that we would add F. Ad Hoc committees may be created by the Council as necessary. She stated that they were cautious not to put too much in to allow flexibility within the Bylaws.
- Carrie Paldi asked if they need to specify created and eliminated or concluded as necessary or are they ok since they are calling it Ad Hoc?
- Marty Elquist believes that it is within the definition of Ad Hoc; however she would appreciate other perspectives on it.
- Chairwoman, Tammie Williams stated that Ad Hoc means it will be a temporary thing.

- Marty Elquist moved onto section 4. She stated that there was a lot of discussion about how the officers or officer would be selected. She stated that it was the thought of the subcommittee that having a Chair and Co-Chair since they are such a big state they would always have a backup Chair, so work can be moved forward in the absence of the Chair.
- Carrie Paldi asked the Council to, instead of Chair and Co-Chair, to consider Vice Chair. She stated that they should differentiate it as a Vice Chair instead of a Co-Chair.
- Marty Elquist asked for thoughts from other Members.
- Chairwoman, Tammie Williams agreed that it does make sense.
- Carrie Paldi stated on item one, section A, it should be Officers of the Council. She stated that, in Annalyn's corrections, instead of using letters she had used Roman Numerals. She also thought that they could have the top part say "the Council Chair shall" and eliminate a lot of words from the subcategories.
- Chairwoman, Tammie Williams stated that she also had a change on G or Roman numeral 7; "they shall prepare reports as outlined in ....."
- Carrie Paldi asked if this is a onetime report or an annual report, because it is not specified.
- Chantel Wakefield stated that it was changed, but the one sent to Annalyn was not the one with the changes made in it.
- Marty Elquist stated that the intent to provide reports are met while leaving the language open ended.
- Carrie Paldi stated that in the report edited by Annalyn, there is a specific date of 2015, and she asked Chantel Wakefield if that was changed from what Tammie had sent them this morning.
- Chantel Wakefield stated that was correct, and that the one Annalyn received was before corrections were made.
- Chairwoman, Tammie Williams stated that Chantel Wakefield was correct.
- Marty asked if there were any other thoughts on how to change the last note, and if they should go with the original section.
- Carrie Paldi stated that they should go with the request of the original section.
- Marty Elquist stated that the specific wording shall be; they shall prepare reports as outlined in the Article of Education section 1608-B1 as requested by the Governor, LCB, or Superintendent of Public Instruction.
- Angela Triche' asked if there is a specific content reference.
- Brenda recommended spelling out Legislative Council Borough
- Chairwoman, Tammie Williams stated that when Annalyn Carrillo edited the report, it was open to what should be written. They just wanted to know what the Council had done. She stated that the latest wording would work.
- Marty Elquist stated that Tammie Williams was correct; that there was no specific guidance in Ab79 as to what has to be put in the report.
- Carrie Paldi stated that they should just remove it since no one knew what it was.
- Chairwoman, Tammie Williams stated that the person or entity requesting the report would know the law.
- Patti Oya stated that they should mention it so that it is not forgotten again. She thinks it should be mentioned because the way she reads it is that it is a standing request.
- Marty Elquist and Cindy Johnson both stated that it was just that one date.
- Chairwoman, Tammie Williams asked if they can just state it as" annually."
- Marty Elquist stated that the Council is not bound by a law that states annual thereafter. She asked for discussion.

- Carrie Paldi asked if anyone had been able to pull it up to see what it said. In her mind, Ab79 said they were responsible for the one report not an annual report.
- Marty Elquist stated that they needed to do their due diligence, and research it further. She asked to add it to the agenda and include the modification of numeral 7 on what the language would be as a result of the research. She stated that we are going to change Co-Chair to Vice-Chair, and asked Chantel Wakefield, that in specific regards to officers and not in the subcommittee section, to change Co-Chair to Vice-Chair.
- Carrie Paldi stated that Amanda Habousch-Deloye had found the bill in question, but that they were unable to find the specific section.
- Marty Elquist asked if there was any other discussion. There was none. She stated that she does not see where they had gotten to that list level anywhere else in the Bylaws. However, she then stated that they had done so under Rules and Responsibilities. She further stated that she did not see the suggestion for change in that area either, and that there was no change to the Roman Numerals, because Annalyn Carrillo had received an older version. She stated that they should not change to Roman Numerals.
- Cindy Johnson stated that when they pulled up section 1608 it pulls up a document for the Nevada System of Higher Education, and they do not see 1608-B1. She stated that they need to seek advice on this particular issue.
- Chairwoman, Tammie Williams asked if they had looked at NRS 432A or 232A.
- Marty Elquist asked if Chairwoman, Tammie Williams could follow up with Annalyn. She moved the Council forward to Terms, and stated that the section had been changed according to Annalyn Carrillo by stating, "They serve three year terms, period."
- Sherrie Halley asked how that would affect those who are required members.
- Marty Elquist stated that there will still be a three year term, but everyone must reapply, and be reappointed by the Governor.
- Carrie Paldi asked if they should include something about the application process in the Bylaws.
- Marty Elquist stated that she thinks that was a good point.
- Sherrie Halley stated that we might want some advice from Annalyn on the wording concerning the application and reapplication process.
- Marty Elquist asked if Tammie Williams would follow up with Annalyn Carrillo.
- Chairwoman, Tammie Williams agreed.
- Marty Elquist asked if Annalyn Carrillo had mentioned anything specifically about the staggering of the terms.
- Chairwoman, Tammie Williams stated that the Council is not able to have staggered terms because it is not a part of the original statute (NRS 232A).
- Carrie Paldi asked if, by nature, the Council terms would not be staggered since they are appointed in three years intervals, and there are some people that are currently being appointed.
- Chairwoman, Tammie Williams provided the example that her appointment is only a two year term, because everyone ends in 2016 and has to reapply.
- Carrie Paldi asked if Jack Zenteno is appointed now, will his term also expire in 2016.
- Chairwoman, Tammie Williams said that it would.
- Carrie Paldi asked if all members are eligible to reapply, or if someone new has to be appointed every three years.
- Chairwoman, Tammie Williams stated that it was determined, by the subcommittee, that all Council members would just reapply the same as those who are required to be Council members.

- Carrie Paldi asked if it should be mentioned in the Bylaws, that a Council member can serve more than one term.
- Chairwoman, Tammie Williams asked if that was one of the areas in which they were trying to stay more open.
- Marty Elquist stated that it was no problem, and that they are not saying that the terms are being limited.
- Carrie Paldi stated that some people would be confused by the way it reads now, and it needs to be clarified. She also stated that an area about the reappointment process needs to be added so that Council members are reappointed on time.
- Marty Elquist stated that a sentence would be added explaining that members can serve for more than one term, and that it is the responsibility of the Council members to reapply for appointments prior to the end of their existing term.
- Carrie Paldi stated that there needs to be clarification from Annalyn Carrillo as to the amount of advance time needed for reapplication to avoid a lapse in membership.
- Chairwoman, Tammie Williams stated that part of the issues concerning late appointments of current new members was due to a misunderstanding of the requirements of the Head Start Act.
- Carrie Paldi stated that the Council Bylaws should include a timeframe so it remains an active body.
- Marty Elquist stated that Anna Severens had to catch a flight.
- Carrie Paldi stated that they are still in quorum because Brenda Bledsoe arrived.
- Marty Elquist stated that they will have to address the section, involving timeframes, at the next meeting. She stated that there were no recommendations for the Vacancies section. There was no discussion. She stated that for Section 7, Resignation, there was only one change in the second sentence, to “the agency organization will suggest a replacement candidate, for consideration, to the Chair who will then forward it to the Governor for consideration.”
- Angela Triche’ requested to go back to the Terms section, and that until they get the guidance from Annalyn, the Council may want to look at the terms of officers being every two years.
- Carrie Paldi stated that it was a good idea for it to be every 2 years, because it will stagger the term of the Office. She stated that it would help people to step up to the plate.
- Angela Triche’ stated that they do not know what the guidance would be, so they have to look at that, too.
- Marty Elquist asked for any other discussion on the Terms of the Officers being two years or three years.
- Brenda Bledsoe asked if it should read that the terms of Officers shall be two years rather than every two years.
- Marty Elquist stated that she agreed, and “every” will be stricken.
- Carrie Paldi asked if the Terms of Officers should match up with the structure, and be 3 years.
- Marty Elquist stated that they will move forward with getting guidance on the Terms, and revisit it at the next meeting. She moved them on to Removal, and stated that Annalyn had suggestions to change the entire section. . She is fine with the changes made by Annalyn Carrillo.
- Angela Triche’ asked how an absence could be excused.
- Sherrie Halley stated that there were reasons satisfactory to the Governor. She asked if that language is still in there.

- Carrie Paldi stated that it is not, and that in her opinion, it would be unexcused through the Chair and Vice Chair.
- Marty Elquist stated that they should get rid of the term, period. If you are absent, and you cannot, or will not make the Council a priority, then you should be let go.
- Angela Triche' stated that she agreed, and that it was not mentioned, in the Bylaws, that Council members can attend the meeting electronically.
- Marty Elquist stated that it was written, and that it is "written down below".
- Carrie Paldi stated that it indicates that our regular meetings must be at least four times per year; however, the Council currently meets six times per year. She stated that if the Council only met four times a year then a person would only have to attend one meeting to stay on the Council.
- Marty Elquist stated that they can still have six meetings per year.
- Carrie Paldi stated that she was comfortable with that then.
- Marty Elquist stated that she can make the change to six per year; however, she wanted to make sure that it would not be in violation of the Bylaws.
- Carrie Paldi stated that she thinks it should read that they have to attend half of the regular meetings.
- Marty Elquist asked if there was more discussion. There was none. Marty stated that Annalyn's changes will be accepted, with the removal of the word "unexcused."
- Carrie Paldi stated that there should be a process to have an absence excused. She stated that in other Councils they notify the Chair.
- Marty Elquist stated that it is fine for procedures, but should not be in the Bylaws.
- Carrie Paldi stated that she would be ok with saying three absences then. She continued; that if there is a legitimate reason then the Chair would not consider or recommend the Council member for removal.
- Marty Elquist stated that Annalyn Carrillo's change would be accepted, with the exception of the word unexcused. She moved them on to Article 5, Meetings.
- Anna Severens left the meeting to go on her flight.
- Carrie Paldi stated that she had no issues with Article five.
- Marty Elquist stated that if there was no other discussion, they would move on to Article 6, Fiscal Support. There were no objections. She moved them onto Article 7, Conflict of Interest, which came directly from the old Bylaws. There were no objections. They moved on to article 8, Statement of Non Discrimination. There were no objections. They moved on to approve Article 9, Revision of Bylaws. Marty stated that it is important to revisit the Bylaws so that they do not become outdated. The revision schedule is for every two years or as needed.
- Carrie Paldi stated that she was ok with the process and just wanted it noted that in creation of committees they will not be able to send that out one week prior.
- Marty Elquist stated that she was ok with it. In her opinion, it is a continuation of this meeting.
- Carrie Paldi stated that at the completion of this review, a motion needed to be made to review other sections of the Bylaws at the next meeting.
- Marty Elquist stated that they were finished, and asked for any other comments.
- Lisa Calder asked for clarification on whether the local ECACs fall under the current Bylaws.
- Marty Elquist stated that it will be discussed in the next meeting under subcommittee work. She stated that the local ECACs will be represented in each of the subcommittees.

- Carrie Paldi asked if the local councils operate as separate entities. She stated that they do not operate under the Nevada ECAC. She also stated that there is no requirement that they operate under this Council.
- Marty Elquist stated that within their Bylaw subcommittee meeting, it was stated that it is important to have alignment with the local ECAC and Head Start requirements.
- Marty Elquist sought a motion to approve the Bylaws with the changes noted; revisit the sections that will change with the subcommittees, get clarification from Annalyn Carrillo on the intent of the reference to 1608, the revisiting of our Officer term to align with the terms of section five, follow up with Annalyn on the time frame for reappointment, and also add that members can be reappointed.

#### Motion

- Carrie Paldi made the motion to approve the Bylaws as written with the indication that we will revisit section 3, subsection 3 under subcommittees, section 4 Officers, the education section 1608, the term limits of the Officers, and section five, the terms of the appointments.
- Sherry Halley seconded the motion
- All were in favor
- The motion carried at 11:55 AM

#### **12. Item H: Election of Council Chair**

- Chairwoman, Tammie Williams, moved on to election of Council Chair.
- Carrie Paldi nominated Marty Elquist for the Council vice Chair.
- Sherry Halley stated that on the Agenda it only read for the election of the Chair. She asked if the Council members are looking at a Chair and a Vice Chair, or are they going to just elect a Chair.
- Marty Elquist stated that the original intent was to elect a Co-Chair, because the Council was NDE heavy.
- Carrie Paldi also talked about having Tammie Williams as the Co-Chair, so that they would still have the resources of the NDE with Chantel's support and other NDE support as needed. She asked if two people were being elected, or if they would not elect the Vice Chair, because the name had changed.
- Chairwoman, Tammie Williams stated that she would be happy to step down, and nominate Marty Elquist as the Chair. She said that she would be more than happy to work as the Vice Chair.
- Carrie Paldi thinks that Marty Elquist will be an outstanding Chair, and asked if she would accept the nomination.

#### Motion

- Carrie Paldi made the motion to remove Marty Elquist from the nomination of Vice Chair.
- Angela seconded it
- All were in agreement
- The motion carried at 11:59am

Sherrie Halley asked if they now wanted to discuss the Vice Chair.

- Angela Triche 'stated that she would nominate Tammie Williams as the Vice Chair.
- Marty Elquist stated it was not on the agenda, and they will have to add election of the Vice Chair to the next agenda.

#### Motion

- Carrie Paldi nominated Marty Elquist as Chair of the Nevada ECAC.
- Angela Triche' seconded the motion.
- All were in agreement



- The motion carried at 12:01PM.

Amanda Habousch-Deloye had a question about the agenda, and asked if they should have election of the Officer positions so that it does not hold up the Council in making their decisions.

- The Council thanked her for her suggestion

**13. Item I: Nevada ECAC Responsibilities By Statute and Funding April 7<sup>th</sup> - October 1<sup>st</sup>, 2015**

Chairwoman, Tammie Williams, moved on to Item I, the Council responsibilities by Statute and Funding.

- Chairwoman Elect, Marty Elquist, reported that under CCDBG, and under the revised law, there was an extension for the state's plan. She stated that the CCDBG is to be consulted for the Market rate, Early Learning guidelines, the professional plan for specific, and be consulted on the overall plan. She stated that it has been extended to March first 2016, and the CCDF contractors are meeting with child care weekly to create their state plan, with the draft being unavailable for several months.
- Carrie Paldi asked if feedback needs to be provided by March.
- Chairwoman Elect, Marty Elquist, stated that it would be at least a month prior to that.
- Carrie Paldi asked if they would want to take action by the December 2015 meeting.
- Patti Oya stated that they were thinking February with the market rates.
- Chairwoman Elect, Marty Elquist, stated that there had been no opportunity to discuss it with Jack, and that they would have him give the Council a specific date. Marty stated that she would have an update at the next meeting.
- Carrie Paldi asked the Council to keep in mind that they may have to have a special meeting to deal with this.
- Patti Oya stated that Jack would want the ECACs opinion before he had the public meeting about it.
- Chairwoman Elect, Marty Elquist, stated that she will have the timeline for state plan submission, working backwards, so she will have an idea of when the Council will need to meet with Jack.
- Carrie Paldi asked if she could take a break.
- Chairwoman, Tammie Williams, asked if there was any other discussion.
- There was none.

**14. Item J: Revision of Silver State Strong Plan**

- Chairwoman, Tammie Williams, asked if they wanted to wait on addressing the revision of the Silver State Strong Plan until the standing committees and subcommittees are together.
- Chairwoman Elect, Marty Elquist, stated that the next logical step is to give themselves the frame work, under the Bylaws and subcommittees, to assure alignment of all of the work.

Sherry Halley stated it would be the case for Item K as well.

**15. Item K: Subcommittees Based on the ECCS Asset Map**

It was decided to carry this item over to the next meeting.

**16. Future Agenda Items**

- Chairwoman, Tammie Williams, stated that there were several items already requested throughout the meeting.

- Sherry Halley stated that she will be traveling to Tahoe, for Mountain Madness, so she would only be able to stay for half a day. She asked that items needing quorum be listed on the next agenda during the first half of the meeting. She stated that she as to leave by early afternoon at the latest.
- Chairwoman Elect, Marty Elquist, stated that she is fine with that.
- Chairwoman, Tammie Williams, stated that she is fine with it as well. She stated that Catherine Lyons took the appropriate steps to state that she would not be at the meeting until the end of the summer. She stated that she had her cell phone on her so if she needed to call in for quorum she could. She also stated that Dr. Lyons had requested to be at the meeting, electronically, and that it was determined that she could be “on call” for the meeting.
- Chairwoman Elect, Marty Elquist, stated that she did attend the last meeting so she is fine.
- Chairwoman, Tammie Williams, stated that Dr. Lyons will probably miss the August meeting as well.
- Chairwoman Elect, Marty Elquist, stated that they need to specifically inform the members that they can be removed after three meetings when they have missed two meetings.
- Carrie Paldi liked what was suggested and stated that it is important that people know that it has been changed in the Council’s Bylaws.
- Chairwoman Elect, Marty Elquist, understands that if she, herself, could not attend, she would then “get [herself] kicked off of the Council so as to not hold back the important work that they do. “

**17. Public Comment #2**

Chairwoman, Tammie Williams, asked for public comment, and there was none.

**18. Adjournment**

Chairwoman, Tammie Williams, called the meeting to Adjournment at 12:10 PM.