



FIRST STEPS

Getting children ready for school.

SOUTH CAROLINA

2017 April Leadership Webinar



April 18, 2017 10:00-11:00 AM
To access this meeting by voice, please
dial 888-537-7715,
participant code 43126552#



Today's Agenda

1. Welcome from Director
2. Legislative Update
3. SC Thrive (Benefits Bank) – new features
4. Non-profit Board Resources –overview of website resources
5. Community Education and Outreach – new template
6. Data System update
7. Program Updates –PAT, Baby Net, 4k, EHS
8. Announcements and Key Dates
9. Countdown to Kindergarten

Legislative Update

SC Thrive/ Benefits Bank

<https://scthrive.org/>

Richard Moses – rmoses@scthrive.org

Board Governance Resources

<http://scfirststeps.com/governance/>

- General Policies
- Legal Compliance Documents
- Board Committee Charters
- Board Elections and Recruitment
- Board Member Orientation
- Board Meeting Structure

Board Governance Resources: General Policies

1. Bylaws Template
2. Bylaws Amendment Procedure
3. Board Composition Guidance
4. Conflict of Interest Policy
5. Confidentiality Policy and Agreement Form
6. Document Retention Policy
7. Whistleblower Ethics

Board Governance Resources: Legal Compliance

1. SCANPO Legal Compliance Checklist
2. SCANPO Information Brief - Can We Lobby?
3. Insurance – Types to Consider
4. Raffles in SC – Frequently Asked Questions

Board Governance Resources: Board Committees

Sample Charters for the following Committees:

1. Executive
2. Governance and Nominating
3. Finance and Audit
4. Development or Fundraising
5. Program Committee

Board Governance Resources: Board Elections and Recruitment

1. Guidance for Board Elections
2. Board Member Nominations Form
3. Request for County Partnership Legislative Appointment
4. SC First Steps Board Matrix Worksheet
5. Final Board Election Materials Packet – Jan. 2016

Board Governance Resources: Board Member Orientation

1. Board Member Role Descriptions (officers)
2. 10 Basic Board Responsibilities
3. Board Orientation Manual Checklist
4. Sample Board Member Agreement
5. SC First Steps Orientation – Power Points

<http://scfirststeps.com/training/>

Module 1 – SC First Steps – General Overview

Module 2 – Local Partnership-Structure and Functions

Module 3- Local Partnership-Systems and Accountability

Board Governance Resources: Board Meeting Structure

1. Attendance Roster Template and Sample
2. Providing Public Notification of Board Meetings and Elections
3. Sample Media Advisories
4. Executive Session SC Code of Laws
5. Roberts Rules Cheat Sheet

Community Education and Outreach Plan template

Data System Update

- NEW: Transfer Cases function for ED (admin) logins
- NEW: Group Meeting Detail Report
- Coming soon: additions to CTK data entry:
 - Entry of “staff” (CTK home visitors and 5K teachers) and attendance at CTK 2017 training
 - Indicate CTK home visitor and 5K teacher, by child
- New risk factors (effective July 1)
- Mid-year data checks by TAs
- Next data deadline: May 5 (data through April 30)
- Final data deadline for strategy approvals: June 1

Parents as Teachers



Parents as Teachers



Update on Training for all SC Home Visitation Programs and PAT affiliates

- LSP Training April 26th in Columbia. Please register by April 24th. Contact Mary Anne if you need a registration form.
- PAT Foundational 2 Training (age 3 through K)– May 15-16 in Greenville, SC. Registration is still open until April 27th.
- Will be scheduling a PAT Teen Curriculum training in Sept. to be held in Beaufort. Date TBD—will send out once determined.
- Parenting Conference Planning has begun—**SAVE the Dates of October 10-11, 2017** for the Annual Parenting Conference in Columbia!

Parents as Teachers



Parents as Teachers



Quality Update

- **Congratulations** to 12 PAT affiliates in Cohort 2 for submitting their Quality Endorsement self-studies by April 3rd! They are to be commended for a very intensive process well done!
- Quality Endorsement selection for Cohort 3 begins this summer and will be completed with self study by April 1st 2018. 14 Affiliates were selected and 8-9 will be participating.
- Parenting Data review will begin in depth in May for FS renewal process!

Baby Net Update- State Office

- Transition to new state lead agency in progress
- Public hearings for grant application and policies/procedures to be conducted by the State Interagency Coordinating Council
- Open positions:
 - Regional Part C Coordinator (Upstate)
 - Administrative Coordinator
 - Central Referral Specialists

Baby Net Update- Local Offices

- Work underway to integrate BabyNet and Medicaid eligibility and data processes
- Schedule for moves of local offices is pending
 - Preparation includes transfer of local operating contracts, data transfers, phones, etc.
 - Analysis of referrals for FFY 2016 and staffing patterns to begin mid-April

4K Update



4K UPDATES



- 188 centers with 206 classrooms and 2198 students
- The 2017-2018 New Center Application is on our website. We appreciate any recommendations and guidance on possible 4K partners.
- All participating and renewed centers have received the 2017-2018 Student Application. Please refer any interested parents!
- The SC Read In was a great day for 4K! We had 36 centers attend with 609 4K students marching and reading. Kids who read succeed!



4K Territories:

Barbara Black- Chester, Kershaw, Lee, Richland, York

Sharon Bruton- Anderson, Cherokee, Oconee, Pickens,
Spartanburg, Union

LaDrica Christian- Darlington, Dillon, Florence, Marlboro, Chesterfield

Deborah DePaoli- Lexington, Sumter

Kristine Jenkins- Florence, Horry, Marion

Cassandra Johnson - Laurens, Richland

Joy Mazur- Beaufort, Berkeley, Dorchester, Jasper, Orangeburg

Marley Via – Aiken, Edgefield, Greenwood, Lexington,
Newberry, Saluda

Meada Fogle- Aiken, Barnwell, Bamberg, Calhoun, Hampton

Jeanne Voltz-Loomis- Georgetown, Horry, Williamsburg

Early Head Start-Child Care Partnership Grant Award



- **\$16.2 million over 4 ½ years**
- **162 additional children**
- **11 counties (expands capacity within 9 of 12 Round 1 counties and adds two underserved - Fairfield and McCormick)**

Total EHS-CCP Funding: \$34.7 million, 14 counties, 416 slots

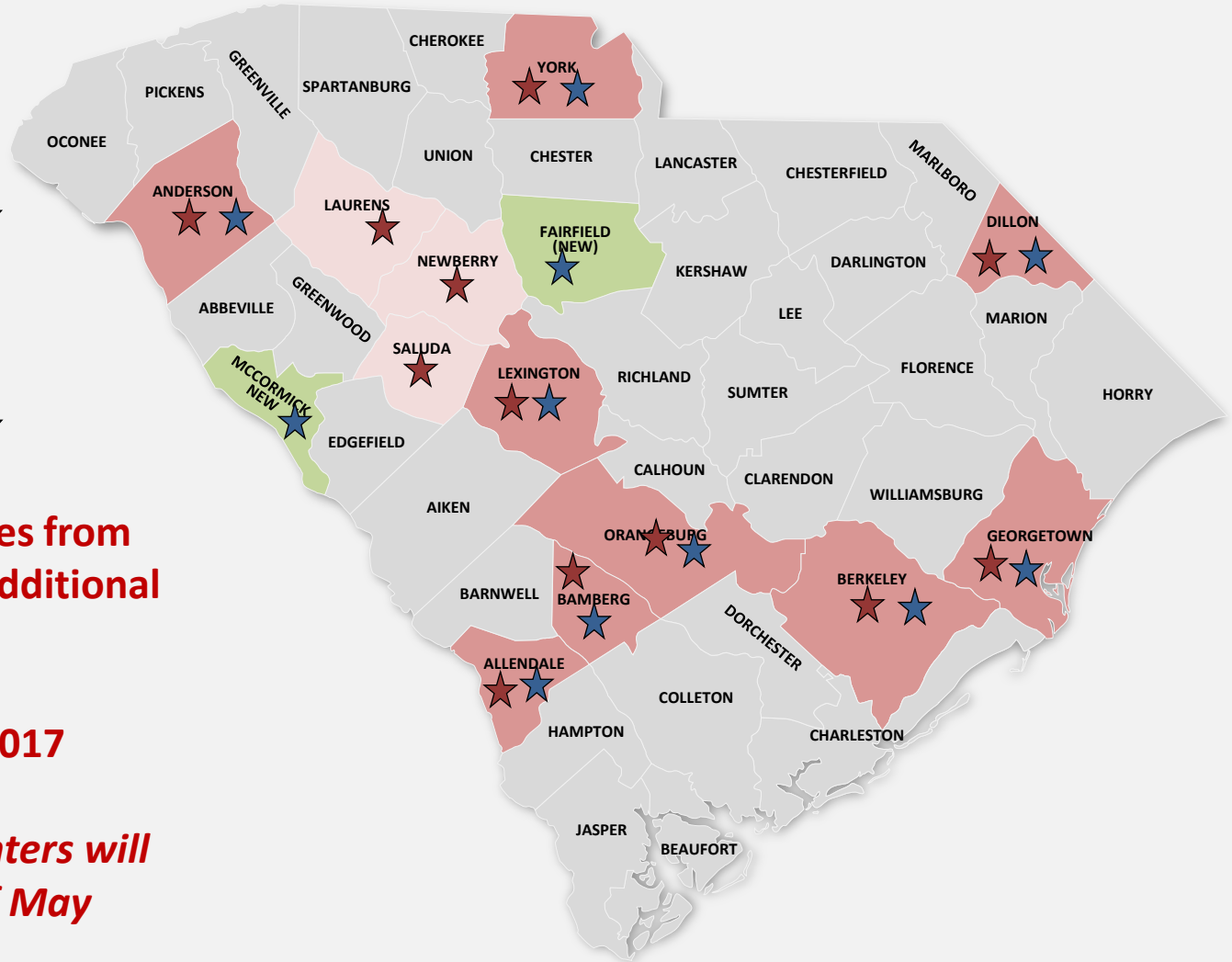
SC First Steps to School Readiness Early Head Start - Child Care Partnerships (EHS-CCP)

EHS-CCP: Round 1: ★
254 slots
12 counties

EHS-CCP: Round 2: ★
162 additional slots
11 counties (9 counties from Round 1 and 2 new additional counties)

Beginning March 1, 2017

EHS-CCP Round 2 Centers will be selected by end of May



Announcements

- Draft Social Media Policy will be sent out for comments and suggestions
- Send “Week of the Young Child Activities” –to be posted to SC First Steps Website today
- Draft Report on Local Partnership
Administrative Overhead Costs is expected within 2 weeks.

FY 17 Calendar of Events

April 17-22 – SC Head Start Association Meeting,
North Charleston

April 24-28 – NAEYC Week of the Young Child

August 7- 17 – 4K Academy

Aug. 7-9 – New Teachers

Aug. 9 – New Directors

Aug. 10-11 – All Directors

Aug. 14-17 – All Teachers and Para-Educators

Key Partnership Dates

April 18: First Steps Leadership Webinar

April 26: ED Strategic Planning and Evaluation Committee Meeting – 10 am to noon, Columbia

May 5: FY 18 Renewal Plan due

May 11: Diversity and Equity Planning Team Meeting – 10 AM to 1 PM, Columbia

June 6: ED Meeting, 10 AM to 3 PM, Columbia

June 16: State Board Meeting, Renewal Plan review and approval

Countdown to Kindergarten

- Modifications are planned in teacher/home visitor training and parent and teacher surveys to move toward evidence-based status
 - New parent surveys (same link online for pre- and post-)
 - New teacher survey
 - New parent consent (Summer 2016)
 - Teacher MOA specifies completion of teacher survey (Summer 2016)
 - No changes to the curriculum
- Parent and teacher forms are posted on our website

Countdown to Kindergarten

Important Ordering Dates

- Order toolkits now—inventory is limited
 - Deadline for free shipping has passed
- Toolkits will be delivered last two weeks of May
 - Contact Kaplan if you request other shipping time

Countdown to Kindergarten Teacher/Home Visitor Training

- 5 sites throughout state for state training (Aiken, Anderson, Colleton, Lee, York)
- Each state training will have its own live webinar with Nefretiti Poyner, Devereux Center for Resilient Children, & CTK “The Basics”
- 4 credit hours through State Department of Ed. & DSS/CCCCD
- Lexington County will offer CTK home visitor training June 8th-
”toxic stress on the unborn” – contact Jim Riddle for details
- To register for any of the 6 training options, log in [here](#)

Countdown to Kindergarten Teacher/Home Visitor Training

- April 22, 9:00 - 1:00, Aiken County
- May 2, 3:30 - 7:30, Lee County
- June 7, 10:00 - 2:00, York County
- June 7, 10:00 - 2:00, Lexington County
- June 8, 10:00 - 2:00, Anderson County
- June 8, 10:00 - 2:00, Colleton County

Countdown to Kindergarten Teacher/Home Visitor Training

How to get printed materials to CTK home visitors for their training?