

# Policy Council Committee Meeting

## February 15, 2018

Motion to: Open the meeting.  
Motion by: Samantha H.  
Seconded: Stacy P.  
Vote: AIF

### 1. Introductions & Roll Call

**Representatives:** Jacksie Witham, Michele Gonya, Ryan Celli, Stacy Pierpont, Kaitlyn Taylor, Samantha Hutchins, Kelly Clauson, and Carolyn Courtney. **A quorum was present.**  
**Staff:** Kathy Colfer, Tracie Fortin, Kristen Holzinger and Jennifer Pare.  
**Excused:** Melinda Pooler, Kelley Dow, Raelyn Libby, and Chelsea Shultz.  
**Absent:** Christina Gilman and Jolene Brown.

### 2. Pathways to Success

Kristen Holzinger, the Associate Director of Comprehensive Systems, attended Policy Council to present on Pathways to Success, which serves as a tool to help families assess their strengths, goals and opportunities. It aligns well with the Head Start Parent, Family and Community Engagement Framework (as required by the Head Start Performance Standards). It assists in monitoring family progress, which informs our work with families, our program's self-assessment and ongoing data utilization, communication regarding family needs and also supports our work with public school partners, legislators, private funders, etc.

### 3. Review/Approval of Meeting Minutes

Motion to: Accept and approve meeting minutes of 1/18/2018.  
Motion by: Stacy P.  
Seconded: Ryan C.  
Vote: AIF

### 4. New England Head Start Association – Parent Rep

The Maine Head Start Directors Association received and reviewed letters of interest for the New England Head Start Association Board, Parent Rep. Michele Gonya, Policy Council rep for Educare's full-day program, was chosen as the new Maine Parent Rep. Congratulations Michele!!!

### 5. Parent Group Connections

The Council discussed ways that they could get parents connected to each other. One idea that was suggested was to connect with the Alford Youth Center to see if they would donate a room for a parent connections day. Another was having a parent connection day at the new KVCC (Goodwill Hinckley campus) natural playground. These events would be open to all parents in our programs as a way to connect, meet other parents, and allow the children to play and meet new friends.

### 6. Policy Council Representatives as Substitutes

The new Head Start Performance Standards state that a parent can serve on Policy Council if they only sub occasionally. The Council had a very in depth conversation on how they would like to move forward with that and decided that if a parent gets hired as a Substitute, they could no longer serve on Policy Council, due to it being a conflict of interest and also to allow them to focus on substituting and having their voice heard through that connection. No vote was taken due to no change needed in bylaws.

7. **Reports**

The Director of Child & Family Services reviewed reports in detail and asked if members had any questions/concerns.

- Budget Report through December.
- In-Kind Report through January.
- Monthly Attendance and Absenteeism Reports for November/December.
- Enrollment Report for December.
- Program Credit Card Expenditures for January.
- KVCAP Board Program Information Report.

Motion to: Accept and approve the reports as presented.

Motion by: Samantha H.

Seconded: Kaitlyn T.

Vote: AIF

8. **Treasurer's Report**

Beginning Balance	\$	300.00
<u>Paid Out</u>	<u>\$</u>	<u>101.20</u>
<b>Ending Balance</b>	<b>\$</b>	<b>198.80</b>

Motion to: Accept Treasurer's Report and Adjourn.

Motion by: Ryan C.

Seconded: Kelly C.

Vote: AIF



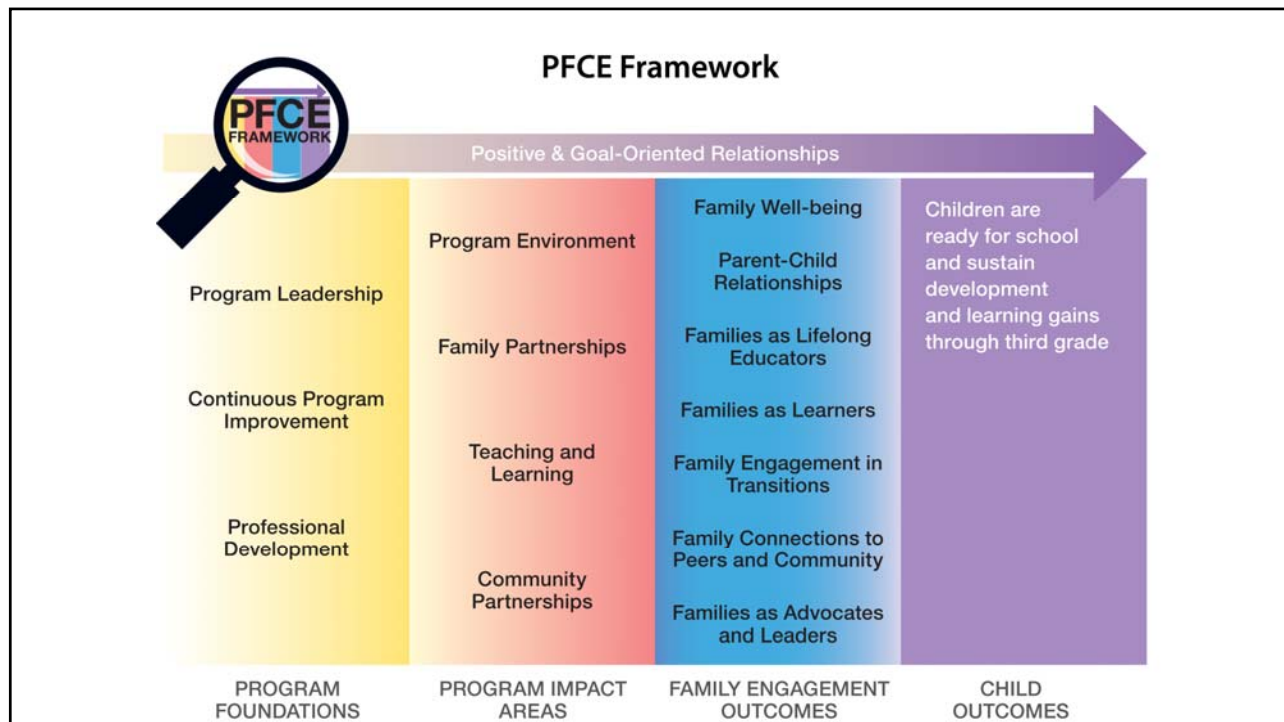
# FAMILY PARTNERSHIPS: SUPPORTING PATHWAYS TO SUCCESS

KVCAP C&FS—POLICY COUNCIL  
FEBRUARY 2018



## FAMILY PARTNERSHIP OVERVIEW

- Head Start Performance Standards: **1302.52 Family partnership services.**
- (a) *Family partnership process....*
- (b) *Identification of family strengths and needs.... related to Parent Family and Community Engagement Framework*
- (c) *Individualized family partnership services....*
- (d) *Existing plans and community resources....*



## PATHWAYS TO SUCCESS

- Aligns with Head Start Parent, Family and Community Engagement Framework (as required by HSPS)
- Serves as a tool to assess strengths, needs and opportunities for progress
- Serves as a way to measure family progress which is valuable:
  - In our work with families
  - To our program's self-assessment and ongoing data utilization
  - In communicating family needs and our value to public school partners, legislators, private funders, etc.
- Incorporates two statewide measures

## FAMILY PROGRESS TOOL

Family Well-Being						Goal Area?
Housing	Homeless or on the verge of homelessness	Serious health/safety hazards present	Housing subsidy; struggles to pay rent or mortgage	Safe and adequate housing; no subsidy; costs exceed 1/3 household income	Satisfied with home and community; no subsidy; costs less than 1/3 household income	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Notes:					

- Each item is scaled 1-5, crisis to thriving
- Each item has descriptors to help families determine which level best describes their current situation
- Each item includes a place to indicate whether that is an area families would like to work on (goal area)

## PATHWAYS WRAP-UP: TIME 1

### Time 1 Follow-Up Questions

Is there any other important information that we should know about your family?

Do you have any plans or goals currently in place that we can support you with (ASPIRE, Reunification, Education, etc.)?

Are there specific areas that you are interested in making changes or maintaining areas of success? If so, how motivated are you to make those changes?

Part of our work together in this program is supporting every family to set and achieve goals for themselves and for their children. Thanks for taking the time to complete this tool to help us learn more. The next step will be to set up a specific plan to help keep us all on track as you move forward with your goals!

### Family Goal and Pathways Plan

You are the most important factor in your family's success. Children's development and long-term success will be positively impacted by parents who take steps to improve their lives. By setting and reaching goals, big or small, you can improve your life and the life of your child(ren). This tool will help you plan your action steps to reach your goals.

**My Overall Vision/Goal:**

**Barriers to Achieving my Vision/Goal:**

**SMART Objective #1** (supports the overall goal—should be Specific, Measurable, Attainable, Relevant, Time-Limited):

**Milestones** (supports delivering the SMART Objective): these are necessary to take to accomplish the SMART Objective – be as specific as possible.

Milestone or steps I need to take	By When?	Resources Needed	Progress Updates

1/10/2018  
2:58 PM
**Kennebec Valley CAP**  
4240 - Family Outcomes - Analysis
Page 1 of 1  
KHolzinger

Enrollment Status: Enrolled

Family	Families	Assessment	Housing	Employment	Transportation	Food Security & Nutrition	Affording Expenses for Basic Needs	Child Care	Adult Health and Mental Health	Safety	Family Time	Child Guidance and Discipline	Education	Reading Together	College Savings or Investment	Social Supports	Community Connections	Parent Advocacy, Health and School	Civic Process	Leadership	TOTAL	Range
<b>Kennebec Valley CAP</b>																						
Canaan Preschool	13	1	4.4	3.3	4.5	4.4	3.7	3.5	3.8	4.8	4.4	4	3.2	3.8	2.5	3.8	3.8	4.6	2.6	3.1	68.2	59-83
Clinton Preschool	8	1	4.6	3.9	4.8	4.3	3.9	3.8	4.4	4.9	4.1	4.1	2.8	3.8	1.9	3.8	3.8	4.9	2.9	2.4	68.6	63-75
Educ 0-3 FD	40	1	4.2	3.6	4	4.2	3.8	3.8	4.1	4.6	4.4	4.3	3.7	4.3	2	4.1	3.7	4.9	2.7	2.8	69.1	49-90
Educ 3-5 FD	60	1	4.1	3.7	4.2	4.4	3.9	3.8	4.1	4.6	4.4	4.3	3.5	4.4	2.2	4.1	3.5	4.9	2.7	2.6	69.3	49-90
Educ 3-5 PD	71	1	3.8	2.9	3.7	4.2	3.5	3.6	4.1	4.5	4.4	4.1	2.7	4.2	2.5	3.7	3.2	4.3	2.2	2.2	63.5	42-90
Fairfield Preschool	39	1	4.2	3.6	4.3	4.1	3.6	3.8	4.2	4.4	4.4	3.7	2.9	3.8	2.5	4	3.2	4.6	2.7	2.4	66.4	41-89
Homebased	14	1	3.7	3.1	3.9	3.9	3.5	4.1	3.8	4.7	4	3.9	3.1	4.1	1.8	3.7	3.4	4.4	2.6	2	63.8	46-78
HomeStart	12	1	4.2	3.5	4.3	4.3	3.6	4.1	4.5	4.5	4	4.3	3.2	4.1	2.2	3.9	3.7	4.3	2.8	2.2	67.6	54-79
Maine Children's Home	7	1	4.1	3.3	4.6	4.1	3.3	4.6	4.3	4.6	4.1	4	2.1	3.6	1.6	4	3.6	4.6	1.9	1.9	64.1	54-78
Mill Stream Preschool	16	1	4.6	3.6	4.9	4.9	3.9	4.1	4.7	5	4.4	4.4	3.8	3.8	2.8	4.2	4.1	4.6	3	2.7	73.4	53-87
MSAD #74 Anson Preschool	14	1	4.6	4	4.7	4.6	4	3.7	4.4	4.9	4.5	4.4	2.9	3.6	2.3	4.3	3.7	4.9	3.1	2.9	71.6	58-80
MSAD #74 Solon Preschool	11	1	4.8	4.2	5	4.2	4	3.8	4.7	4.6	3.7	4.2	2.5	3.9	3	4.4	3.3	5	2.2	2.3	69.7	61-80
North Elementary Preschool	52	1	4.3	3.4	4.1	4.3	3.6	3.5	4.6	4.8	4.4	4	3.2	4.1	2.4	3.9	3.9	4.9	2.6	2.5	68.3	52-84
Penquis			Site has no assessments																			
Skowhegan Early Head Start	12	1	4.2	3.1	4.6	4.2	3.8	3.9	4.4	4.8	4.5	4.4	3	4.4	2.4	3.3	3.5	4.7	2.3	2	67.4	53-90
St Albans	23	1	4.4	3.1	3.8	4.4	3.9	3.5	4.5	4.8	4.6	4.3	2.5	4	2	4	3.3	4.9	2.8	2.6	67.4	59-87
<b>Agency Average - Kennebec Valley CAP</b>																						
<b>Report Average</b>																						
Families w/ complete assessments:	375	1	4.2	3.4	4.2	4.3	3.7	3.7	4.3	4.6	4.3	4.1	3	4.1	2.3	3.9	3.5	4.7	2.6	2.4	67.4	41-90

Scoring Legend: 5.0 - Thriving • 4.0 - Stable • 3.0 - At-risk • 2.0 - Vulnerable • 1.0 - In Crisis  
Gains are calculated by comparing results from the first and most recent assessments

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## GOAL SUMMARY

Goal Area Highlights	# of goals**
Employment	49
Education/College/High School	41
Financial/Budget/FDA/Savings	36
Next Gen/College Savings	24
Transportation	24
License/Permit	24
<b>Current Family Goal Setting rate for program is 76%.</b>	

## OTHER HIGHLIGHTS

- Pathways to Success
  - Supports relationship building
  - Time intensive process
  - Supports meaningful connections with other resources and information (referrals)
  - Yields valuable data
- Goal-Setting
  - Improvement in the quality and timeliness of goals, including increase on adult focused goals
  - Process supports conversations to consider new possibilities and aspirations