

# Early Learning Hub of Linn, Benton & Lincoln Counties

## P-3 Alignment Work Group Meeting Minutes

<b>MEETING COMMENCED</b>	9:30 am, January 7, 2022 Online via Zoom
<b>MEETING CALLED BY</b>	Kristi Collins
<b>WORK GROUP MEMBERS PRESENT</b>	Donna Brown, Bonney Dietrich, Kathy Feser, Susan Halliday, Jill Irwin, Stephany Koehne, Kimberly McCutcheon Gross, Debbie McPheeters, Lori Romeo, Paul Smith
<b>PRESENTERS</b>	Heidi McGowan
<b>STAFF MEMBERS PRESENT</b>	Sam Rounsavell
<b>RECORDED</b>	Yes

### Agenda topics

<b>DISCUSSION ITEM</b>	Welcome and Introductions
	Committee Members introduced themselves.

<b>DISCUSSION ITEM</b>	Overview of the <a href="#">Dare to Lead</a> training and a Q&A session with Heidi McGowan, the training facilitator.
	<p>Kristi introduced the Dare to Lead training. We have been able to set aside Kindergarten Partnership and Innovation (KPI) funds and dedicate them for Dare to Lead leadership training with Heidi. The Early Learning Hub staff and the Family Resources and Education Center staff at LBCC are completing this training together this year. Kidco Head Start and their management team are working with Heidi to take this training. We are excited to start thinking about all of us having this foundational training in leadership and communication for the work that we will collectively be doing across the region. Heidi is here today to share a little bit more about the Dare to Lead training and what possibilities may be for setting this up moving forward.</p> <p>Heidi discussed her background as a consultant focused on supporting teams and her leadership training with Brene Brown. She shared that work is most effective when people work collectively and collaboratively together. The Dare to Lead training provides an excellent model.</p> <p>The primary objective of the Dare to Lead training is to understand the role that self-awareness plays in being a leader and recognizing how we as individuals show up in relationships and leadership. The training is grounded in four sets of skills:</p> <ul style="list-style-type: none"> <li>• <b>Rumbling with Vulnerability.</b> Which is, in essence, is having some tools and skills</li> </ul>

to have some authentic, tough conversations defined by a commitment to lean into vulnerability and lean into vulnerable conversations while staying curious and generous with each other.

- **Living into Your Values.** This is Identifying, naming, and then operationalizing those core values with behaviors.
- **Braving Trust.** Braving is an acronym for Boundaries, Reliability, Accountability, Vault (similar to confidentiality), Integrity, Nonjudgment, Generosity
- **Learning to Rise.** This means having some skills and tools that can help you reset and increase your resiliency for those moments when we make mistakes or fail.

Heidi mentioned that the number one request she gets from teams is for help building trust.

Kristi mentioned that we want to use this group as a pilot program then offer this training on an annual basis to teams of our partners. This would be accomplished by setting aside a small amount of KPI funding each year for this project. Quite a few of our partners have a need for additional professional development, and this opportunity would help them with that.

The committee asked what the logistics of the training model would look like for us as a group. Heidi shared that this is a 24-hour program when it meets in person. When the training is done virtually, virtual in-person is about 18-21 virtual hours with some homework in between. She has found that a consistent schedule for training sessions is the most successful. The work is a bit emotionally intensive, so evenings may not be the best time but is a possibility. There is a limit of about 20 participants for virtual training, and that capacity can expand when in-person training is possible.

The committee discussed the difficulties with staffing and having substitutes. There was a suggestion to consider Fridays or a Summer Institute type training. It was decided that participants who are able and willing to get started right away should contact Kristi, and once that initial pilot group was formed, they will set a training schedule. After the pilot group is trained, more sessions, even a summer session, may be scheduled. It is also a possibility that leaders who take this Dare to Lead training can go back to their organizations and share what they learned.

The committee discussed the idea of cross walking the concepts and vocabulary that staff is already familiar with, like trauma-informed care, to make this the Dare to Lead training connect to the work they are already doing.

<b>DISCUSSION ITEM</b>	Funding and Logistics for Dare to Lead Training
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Kristi disclosed that there is \$30,000 of unspent KPI funds set aside for training. These funds could be used for substitutes to allow Work Group members or their staff to participate in Dare to Lead professional development training.
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KidCo Head Start is starting the Dare to Lead training next week. The leadership team is doing it first, and then they will go out and do a guided book study with their teams.

The committee would like to see all 20 slots in the initial training filled. Kristi could do outreach to see if other Superintendents, ESD leadership, would like to be included in this training. We can create a broad group to include admin staff of the Boys and Girls Club, a team from Philomath, plus early learning leadership, EIESC, and K12 partners. If you are interested in being in the first group, please email Kristi. Once we have gathered those interested, we can set a schedule for the training.

<b>DISCUSSION ITEM</b>	Meeting times
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Group agreed that this day and time work, so it will become a standing meeting. A schedule will be posted to Basecamp soon.

<b>DISCUSSION ITEM</b>	KPI Contract Updates
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The Early Learning Division has made some changes to reporting, and we are working to embed those changes into KPI MOUs to simplify the process. We discovered that we will not have the new reporting documents in time to include all the information requests in the new MOUs. We will work on getting the information out to you next week.

What will be needed from committee members is a Narrative Scope of work. That can be a few sentences describing how you will use the funds and how that aligns to the priority areas for KPI. We will also need a Budget template. That will be the same as in the past. You do not need to be as detailed in your actual reimbursement request, but we'd like to see how you plan to utilize the dollars and the thought process around separating out the materials and supplies and the budget planning.

Once that information is received, we will add it into the MOUs and send it back as a fillable pdf to make it easier to complete. The forms will be simplified this time. Those emails will go out next week, requesting the narrative scope of work and budgets.

The committee requested that the reporting forms include a quick outline of the three priority areas for KPI funding and the Priority Populations from the sector plan to make it easier for partners to describe their alignment areas. Kristi agreed, and that change will be made.

<b>NEXT MEETING</b>	9:30 am, February 4, 2022 Online via Zoom
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<b>MEETING ADJOURNED</b>	10:23 am
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