

**Wake County Smart Start
Board of Directors Meeting Minutes
August 25, 2021**

A regular meeting of the Wake County Smart Start (WCSS) Board of Directors was held on Wednesday, August 25, 2021 with WCSS Board Chair, Sherry Heuser presiding. The meeting was held via Zoom conference call.

Board members present: Maria Cervania, Dale Cousins, Sherry Heuser, Leslie Ann Jackson Tonya Kangkolo, Catherine Lassiter, Cathy Moore, Barbara Morales Burke, Antonia Pedroza, Kimberly Shaw, Angie Welsh and Joe White

Board members absent: Christine Alvarado, Veronica Creech, L'Teisha Curtis, Heather Drennan, Matt Glova, Liz Hamner, Sharon Loza, Charlotte Turpin, Michael Wasilick, Katherine Williams

Staff members present: Phyllis Barbour, Gary Carr, Joan Crutchfield, Sasha Gomez, Gayle E. Headen, Alex Livas-Dlott, Bryce McClamroch, Nancy Peck and Lynn Policastro

Call to Order/Announcements/Adoption of Agenda

At 9:03 AM, Board Chair, Sherry Heuser recognized a quorum and called the meeting to order. Ms. Heuser began the meeting by introducing a "mission moment" as a new and regular feature to WCSS board meetings to highlight specific areas of WCSS work overseen by the Board. Executive Director, Gayle E. Headen led a short PowerPoint presentation focusing on NC Pre-K. During the presentation, Board members viewed a brief Spectrum News 1 clip with a testimonial by a parent for the NC Pre-K program. Barbara Morales Burke moved to adopt the agenda. Joe White seconded the motion. Calling for a vote and hearing none opposed, the vote was unanimous. (08-21-10)

The Board considered items on the consent agenda. Dale Cousins moved to approve items on the consent agenda including the minutes from the June 23, 2021; WCSS Board of Directors meeting, financial reports for July 2021; recommendation for educational materials and equipment vendors; Direct Service Providers fiscal monitoring summary; Conflict of Interest summary and master listings; FY20-21 End of Year financial reports and recommendation for addition of a Pre-K Assistant staff position. Kim Shaw seconded the motion. Calling for a vote and hearing no objections, the motion carried. (08-21-11)

Committee Reports

Advancement Committee

Sherry Heuser provided a committee report on behalf of Advancement Committee Chair, Liz Hamner, who was absent.

- The committee reviewed a summary of fund development summary report for FY20-21 confirming that required match was met for state funding. They are developing funding goals related to 25th Anniversary sponsorships
- A 25th Anniversary workgroup has been established and has begun planning in tandem with the Advancement Committee.
- The committee was in favor of a combined featured speaker/experiential culminating event for 25th Anniversary celebration to be held in Spring of 2022. They discussed possibilities for a host committee, legislative leaders committee and a wish list for keynote speaker.

Chair's Report

Chair, Sherry Heuser provided a recap of the following highlights from the July 2021 Executive Committee meeting.

- Heard 25th Anniversary planning update from Advancement Committee which included choice of an Anniversary logo and continued discussion of what a culminating event should look like to inform size and composition of a host committee.
- Heard report from Board Governance Committee about orientation for new board member, Nikia Coates, introduced during the NC Pre-K Committee meeting preceding this meeting.
- Voted to approve the preliminary June financial reports submitted by Finance Committee and reviewed the reversion schedule for FY20-21
- Executive Committee members received an update about committee assignments planning and a timeline for Executive Director evaluation. Barbara Morales Burke requested a copy of all committee assignments be sent to board members.

DS



10/30/2021 | 4:35 PM EDT

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- Approved addition of full-time Pre-K Application Assistant position, a position that has been formerly filled by temporary employees.
- Heard updates from ED on Wake ThreeSchool, office reopening plans and data dashboard timeline.

Ms. Heuser congratulated Veronica Creech on her new position as Vice President of Economic Development & External Engagement at St. Augustine's University. She also announced that L'Teisha Curtis is leaving her position at Telamon Head Start and has submitted a written resignation from the WCSS Board.

Executive Director's Report

- Strategic Plan: Executive Director Gayle E. Headen provided updates on Strategic Plan primary focus areas.
 - Data Dashboard timeline: a data dashboard, intended to complement the 2020-23 Strategic Plan with aligned metrics, is in development by staff. A draft is expected to be presented to Executive Committee at their September meeting with tentative goal of bringing it to the full Board at the October meeting.
 - Racial Equity: Ms. Headen reported the completed Racial Equity Assessment was shared with staff during an Aug. 24 session to review the identified themes and recommendations. A second session for staff feedback is planned for Sep. 9. Chair, Sherry Heuser and Executive Director, Gayle E. Headen are working with CounterPart to design a seminar centered around the RE Assessment report to share with the Board following the October 2021 meeting.
 - Data Sharing: WCSS is in early stage of discussion with Wake County Public School System and Division of Child Development and Early Education (DCDEE) to establish a data sharing agreement in alignment with the Strategic Plan focus on shared data systems.
- Ms. Headen shared information about DCDEE plans for using American Recovery Plan Act (ARPA) funding based on two priorities: 1) improving their communication and technology systems and 2) an 18-month plan to stabilize childcare programs with stabilization grants before transitioning into a later phase of offering business technical assistance to fortify business competencies.
- State budget process: budget proposals have been presented by the Governor, NC House and Senate. Each proposal includes a minimum of \$15 million increase in funding for Smart Start. The House and Governor's budget increases are recurring, the Senate increase is one-time. The anticipated timing for a final budget to be reached is mid-September. WCSS is preparing for anticipated incoming funds with internal budget planning for in-house and funded partner activities based on both recurring and one-time scenarios as well as planning for full expenditure of carry forward dollars from reverted funds.
- Wake ThreeSchool: Ms. Headen reported that under the leadership of Carol Orji, the Wake ThreeSchool program is off to a quick start with three major activities have taken place in less than two months' time:
 - Request for Proposals (RFP) issued for a consultant to lead the community assessment
 - An RFP has been posted to develop a database, building on learnings from the NC Pre-K and Wake Connections databases to create a system combining application, enrollment and attendance.
 - Establishing a community advisory board composed of staff, community partners, early childhood leaders, early childhood administrators, and parents. An initial meeting is anticipated in early September to review and consider a draft document of Wake ThreeSchool program requirements.
- Pre-K Development grants: Ms. Headen called for a moment of celebration with the announcement that WCSS is the recent recipient of two Pre-K Development grant awards. The first award is a Family Engagement and Leadership implementation grant. The second award is for implementation of a pyramid model approach to supporting social/emotional development in pre-school aged children. WCSS will partner with WCPSS in the implementation efforts. The model will be implemented in public school Pre-K classrooms and in some private programs and will follow children over a period of three years. Wake County is one of two counties in North Carolina to receive this grant.

With no additional business to address, Barbara Morales Burke moved to adjourn the meeting at 10:03 am. Maria Cervania seconded the motion. Calling for a vote and hearing no objections, the vote passed. (08-21-12)

DocuSigned by:

Leslie Ann Jackson

10/30/2021 | 4:35 PM EDT

Date