

Agenda – Conference Call NMSHSA Special Called Board Meeting		
Objective	Updates & 990	
Date	10/25/11	
Time	From: 11:00 EST AM,/10:00 CST AM/9:00 MST/8:00 PST	
Dial-in-Number	1-888-537-7715	
Pass code	36798596#	
Conference Room	N/A	
Conveners	Jose E. Martinez, Cleofas Rodriguez, Jr.	
Attendees		
No.	Agenda Items	Discussion
I.	Approval of Agenda	
II.	Approval of Minutes	Minutes of 10/1/2011
III.	Old Business: October Pre-Institute NHSA January Leadership Update	
IV.	Harkin Breakfast Update	
V.	IRS-990	
VI.	January 2012 Board Meeting	
VII.	New Business	
VIII.	Adjourn	

National Migrant & Seasonal Head Start Association Meeting

Approved: ___/___/___

*Date: October 1, 2011
Location: Marriott Wardman Park Hotel
Washington, DC*

Minutes

Welcome

Quorum Established – Yes

Jose E. Martinez called the meeting to order at 08:15 am. LeeAn Benavides called roll – 23 of the 23 members were present. Quorum was established. Jose welcomed everyone and asked for self introductions. Those in attendance were: Jose E. Martinez, LeeAn Benavides, Tadeo Saenz-Thompson, Dan Liskai, Grace Camargo, Donald Dodson, Biz Steinberg, Barbara Mainster, Charlene Edwards, Donald Horseman, Bill Castellanos, Richard Langford, Emilie Montgomery, Joseph Castro Jr., Delia Hernandez, Kay Ortega, Nora Martinez, Connie Gonzalez, J Davis, Janet Flaugher, Maria Avila, Leticia Galindo, Lourdes Villanueva.

Guests in attendance: Alison Feighan, Bob Rapoza, Yvette Sanchez-Fuentes, Cleo Rodriguez, Denny DeMers, Frank Gasperini

Minutes Review

August 5, 2011 minutes were reviewed and corrections were cited. Don Horseman made the following corrections: In Allison's report make the change from billion to 4 trillion. Remove Interim from Exec. Directors title. Also, Don stated that in the minutes there should be text that states there was an increase in salaries and benefits by 5k and an adjustment to AFOP in clerical support.

Dan Liskai moved to accept the minutes with corrections. Emilie Montgomery seconded the motion.

**All approved –
MOTION CARRIED**

Agenda Review and Additions

Sandra Carton will not be available to join us. Guadalupe Cuesta's Update was removed from the agenda.

Barbara Mainster moved to accept the Agenda with additions. Biz Steinberg seconded the motion.

**All approved -
MOTION CARRIED**

Financial Report

Please see reports submitted in agenda packet.

- Don added cover sheet that addresses items to discuss. We are in good shape. The only issue is payment from Food Source. Cleo has made contact with Food Source. 4th Qtr payment was to be mailed on Monday 10/3/11. No amount given. Cleo will follow up. The food source rep stated that the process is lengthy, Kelli Fargo is the contact. Cleo will continue to follow up with Kelli Fargo on the food source payment.
- Concerning Dues collection-there are only two outstanding dues. Jose and Cleo have followed up.
- Checks have been recorded and will be deposited. Balance sheet is in good shape. Centro Por La Familia has debt from 2009. Approval will be needed to remove that debt from balance sheet.
- Regarding the income sheet we are on target. We are 4k short. Food source payment is 10k. Parent affiliate fundraiser is on target, directors need to work on their fundraiser.
- Expenditures and home office costs are right on target. Consulting was reduced by 5k.
- Parent affiliate expense was questioned by Bill Castellanos \$915.00 Cleo and Don will review and follow up.
- Page 18 Emilie is asking a question about east coast on forum registration from June and if dues need to be invoiced for her. Cleo will follow up.
- Cleo will do an analysis on expenses vs revenue on the public policy forum and legislative reception.
- Dan Liskai asked-which directors are supposed to pay dues? Charlene says \$60 per director as individual membership. Dan makes a suggestion to list the names of the directors who have/have not paid.
- Bill Castellanos suggests that we need to push "Campana para Los Ninos". This would be a great revenue for the Association. Karelia states that the parent affiliate is working on a name for the "dollars per child" campaign.

Some minor small changes are needed in the Retention and Destruction policy, Whistleblower policy, interest policy of disclosure. Small changes in wording, titles, and typos. Recommendation made for finance committee to be the audit committee. Page 1 of 3 on retention and destruction policy the length of time is in question to keep Bank deposit slips and business expense records. These documents will be kept permanently. These are the three policies that are required for an organization like ours to have in place for the IRS form 990. Conference call will need to be scheduled to review and approve the IRS 990. Date to be determined. Date will be October 25, 2011 at 8:00 am PST

**Tadeo Saenz-Thompson makes the motion to accept the Financials and remove bad debt from 2009 in amount of \$2814.00
Grace Camargo seconded the motion**

**All Approved-
MOTION CARRIED**

Alison Feighan-Rapoza Associates

- Today Oct 1 is the first day of Fiscal Year 2012. We continue to operate under continuing resolution. Resolution will keep government working until Nov 18.
- Senate has passed appropriation bill with a \$340 million increase for Head Start. House has an increase of \$540 million which will increase \$8.1 billion for head start.
- Immigration has impacted our programs. Alison and Cleo have come up with a way to address this issue. The economic impact of this is huge. Growers across the country are being affected. Alison and Cleo will create a small group to discuss talking points.
- Super committee-taxes entitlements and deficit reduction. Republicans want to cut entitlement projects. No big impact is foreseen for this year.
- Barbara Mainster states to Alison Feighan that we need to address the negative issues surrounding Head Start about Immigration and the new law passed by Alabama and it's affects. Biz suggests that Keiza Carpenter work with Cleo and Alison on study information concerning these issues.
- Guest worker bill is also up for discussion-Frank Gasperini will address this. Dan Liskai addresses this issue as well.

Yvette Sanchez-Fuentes-Office of Head Start

- The budget looks like good news for Head Start. Concerning Designation renewal-the reg is moving forward. Plans are to for it to be Published Nov.1. Re-competition will move quickly after this. The process of re-competition and mechanics will be discussed at the Conference in January. The regulations will be transparent. Teacher waiver process has been evaluated. Discuss with RPM's and lawyers concerning language. Last pi race to the top. Programs will make themselves known to their state agencies for School Readiness.
- No conferences are being planned for next year. Migrant and Native American will be the only conference in the works which will be held in January.
- School Readiness is one of the conditions for re-competition. Next 12 months will be focused on school readiness Birth to 5.
- Ann la Shan has been officially announced as director of Head Start. The RPN are reporting to Ann.
- There will be a whole host of federal jobs in Region12 to be listed. 10 jobs will be focusing on designation renewal. Designation Renewal and Appropriations are the most important items on the table.
- Next week new T/TA will be announced. Focus is on staff coming on board with the new contractor.
- Barbara asks who will be getting cuts if HS does get increase. Yvette says other programs in ACF will get cuts.
- For Infant toddler teacher there is no waiver. Suzanne asks about the waiver. When the program is monitored the individual should be on a Professional Development plan. Programs must be able to explain why that person was chosen. Waivers will be very flexible. All of the pieces will be reviewed.

Yvette Sanchez-Fuentes Cont'd-

Concerning State collaboration in the act there is a requirement that the state association be involved if there has been a change. Associations must approach the contractor and voice their interest they want to be involved. Yvette will follow up with Cleo about meeting with new contractor this week.

Concerning T/TA what opportunities are available for the association to participate in? Contractor will be reaching out to A/AI and NMSHSA to see what concerns we may have. New T/TA will begin within 2 weeks.

Head start fellow program status. Current Fellows will go through May 2012. New class of fellows will begin 9/2012.

Any updates with performance standards? Picked up some time next year. At this time designation renewal and implementation is topmost. Eligibility rule will come out early next year. 200-300 comments just on migrants were received. MSHS 50 questions are now in conflict with that.

In terms of the race to the top, the states that are trying to merge standards. Will that have an impact on performance standards for the future? Data challenge, monitoring, T/TA moving. These are some of the issues. Are we moving toward Block grants? No conversation concerning this.

Yvette says they are having System conversations but they are not funding conversations.

Re-designation will be part of 1307.

The Parent Family, Community, and engagement framework is out. This piece is engaging and is excellent. T/TA will be targeted to staff that work closely with families. OHS wants to see that Programs should be able to demonstrate the process that they use to help families achieve their goals.

George Sheldon held a meeting with a group of Hispanic Organizations in DC. Carmen Asario started this movement. Yvette says to use the press around Hispanics. When the Pew Study was released it has created a lot of press on the hill.

Frank Gasperini- Executive Vice President/National Council of Agricultural Employers

See report provided

In Florida there was a record attendance at an Ag conference because growers are concerned with current immigration concerns. Labor shortages are being experienced all across the US.

Where are the workers coming from in 2020? People who are working in the US from Mexico are returning due to job increase. There will not be predominant Mexican laborers in 2020 in farm labor due to statistics that are evolving.

American AG must have this conversation concerning worker shortages, and Frank invites all to start communication on this topic.

Notice of Proposed Rulemaking child labor there have been very few changes to this document.

On the Education requirements Frank believes the children should be allowed to work for age appropriate tasks on the farm. Frank will target some issues on the NPR.

There will be a hearing on Tuesday 10/4/11 at the Senate at 10:00am that will address the E-verify issue. E-Verify has just passed out of the house judiciary committee two weeks ago.

February 7, 2012 Frank has invited Cleo to join a panel at a yearly conference for the national council of Agriculture employers.

NO FORMAL ACTION WAS TAKEN ON THE ABOVE REPORTS

OLD BUSINESS:

Intern proposal- No discussion at this time

Clint Mitchum Scholarship- there will be 5 scholarships awarded this year. 26 applications were received, from 8 grantees. Three volunteers have been chosen to read the applications.

- ***Plate of Bounty-*** the chosen recipient is Red Gold. The award will be given at the Luncheon at the Birth to 5 Conference.

NEW BUSINESS:

Anti-Immigration-There will be discussion concerning immigration at January conference. A whole day of Pre-Institute will be centered on Anti-Immigration.

Bylaws- Richard Langford will set up a conference call to address the bylaws.

T/TA follow up- concerns addressed at the update given by Yvette Sanchez-Fuentes.

January conference-January 22, 2012 elections be will held for all affiliates. Conference will be from January 22-27, 2012. If the parents would like to have a training on Saturday January 21, 2012 they must decide and make a recommendation as soon as possible.

<p><u>Standing Committee & Affiliate Reports</u></p> <p>President's Report Please See Report</p>	
<p>Interim Executive Director's Report</p> <ul style="list-style-type: none"> ➤ Please See Reports-Cleo's Communication Corner, ETC. ➤ Cleo would like to have an activity to visit a site, center and growers. This activity has been postponed due to conflicting schedules with staffers. <p>Parent Affiliate Report See report in packet.</p> <ul style="list-style-type: none"> ➤ Parents expressed their gratitude for the Board's support and for Cleo's assistance. ➤ Discussion of the parent affiliate fundraisers-bracelets with NMSHSA logo and t-shirts and polo's are available for sell. ➤ Welcome to Delia Hernandez and Maria Avila, new Parent Affiliate Executive Committee members. 	
<p>Director's Affiliate Report See report submitted in agenda packet by Charlene Edwards.</p> <p>CEO Affiliate Report See report submitted in agenda packet by Tadeo Saenz-Thompson</p> <p>Staff Affiliate Report See report submitted in agenda packet by Richard Langford.</p>	
<p>Grace Camargo makes the motion to accept all Standing Committee & Staff Affiliate Reports. LeeAn Benavides seconded</p>	<p>All Approved MOTION CARRIES</p>
<p>Dan Liskai makes the motion to adjourn the meeting at 12:10 PM EST Grace Camargo seconded</p>	<p>All Approved MOTION CARRIES</p>

NATIONAL MIGRANT SEASONAL HEAD START ASSOCIATION

Conflict of Interest Policy Statement of Disclosure

As a director, officer, or key employee of National Migrant Head Start Association (NMSHSA), I understand that I am obligated to disclose the existence of any facts or circumstances that may constitute a conflict of interest, as the term is defined in the Conflict of Interest Policy.

A The following are relationships, interests, or situations involving me or a member of my family that might result in or appear to be an actual, apparent, or potential conflict of interest between such family members or myself and NMSHSA. Initials: _____

- I have the following interests in third parties providing goods and services to NMSHSA:

- I serve in a leadership capacity, have a significant investment, or own at least a one percent interest in the following entities or organizations that may have conflicting interests with those of NMSHSA, or take public positions contrary to those of NMSHSA:

- I expect to receive compensation from NMSHSA in the following amount, not including reimbursement of reasonable expenses:

- The following members of my family expect to receive some form of compensation or material financial benefit from NMSHSA:

- Outside of my capacity as a director, officer, or key employee of NMSHSA, I have a family relationship or business relationship with the following directors, officers, or key employees of either organization:

- I wish to disclose the following additional facts or circumstances:

B. I am not aware of any relationship or interest or situation involving my family or myself that might result in, or give the appearance of being, a conflict of interest between such family member or me and NMSHSA. Initials: _____

I have read NMSHSA's Conflict of Interest Policy in full, and understand that I am required to notify the appropriate Executive Committee or the Board of Directors in the event of any material change to the answers I have provided in this Disclosure Statement.

Date: _____ Signed: _____

Print Name: _____

NATIONAL MIGRANT SEASONAL HEAD START ASSOCIATION

Declaración de Información de la Política de Conflicto de Interés

Como director, oficial, o empleado clave de la National Migrant Head Start Association (NMSHSA), entiendo que estoy obligado a informar la existencia de cualquier hecho o circunstancia que pueda constituir un conflicto de interés de acuerdo a como está definido el término en la Política de Conflicto de Interés.

A. Las siguientes son relaciones, intereses o situaciones que me involucran a mí o a un miembro de mi familia que pudiera resultar en o aparecer ser un conflicto de interés real, aparente o potencial entre dichos miembros de la familia o yo y la NMSHSA. Iniciales: _____

- Tengo los siguientes intereses en terceros que proveen bienes y servicios a la NMSHSA:
- Doy servicio en capacidad de líder, he hecho inversión significativa, o soy dueño de al menos un por ciento de interés en las siguientes entidades u organizaciones que pudieran tener conflictos de interés con aquellos de la NMSHSA, o tomar posiciones públicas contrarias a aquellas de la NMSHSA:
- Espero recibir compensación de la NMSHSA por la siguiente cantidad, sin contar reembolso o gastos razonables:
- Los siguientes miembros de mi familia esperan recibir alguna forma de compensación o beneficio financiero material de la NMSHSA:
- Fuera de mi capacidad como director, oficial o empleado clave de la NMSHSA, tengo una relación familiar o relación de negocios con los siguientes directores, oficiales, o empleados claves de cualquiera de las organizaciones:
- Deseo informar los siguientes hechos o circunstancias adicionales:

B. No sé de ninguna relación o interés o situación que involucre a mi familia o a mí que pudiera resultar en, o dar la apariencia de ser un conflicto de interés entre dicho miembro de la familia o yo y la NMSHSA. Iniciales: _____

He leído completamente la Política de Conflicto de Interés de la NMSHSA, y entiendo que estoy obligado a notificar al Comité Ejecutivo o Mesa Directiva apropiada en el caso de cualquier cambio material a las respuestas que he provisto en la Declaración de Información.

Fecha: _____ Firmado: _____

Nombre Impreso: _____