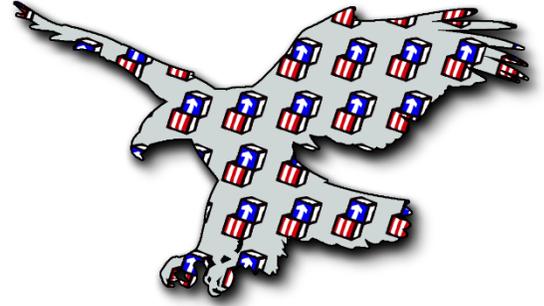


EAGLE: Engaging Advocates and Governance Leadership Executives



A Virtual Training Event

January 13-14, 2021

9:00 – 11:00 AM CST each day

EAGLE: Engaging Advocates and Governance Leadership Executives is the latest iteration of T/TAS at WKU's sought after Head Start/Early Head Start Governance training program.

Strong leadership and governance is a critical component of any Head Start/Early Head Start program. Current events necessitate an informed, engaged group of leaders that understand the requirements, responsibilities, and opportunities afforded by becoming a guiding voice for the program. **EAGLE** focuses on how the role of decision makers involves oversight, total engagement and fundamental governance skills. It provides detailed information to enable members of the Governing Body, policy group(s), and the management team to articulate their roles and responsibilities in the overall operation of the program.

The shared governance model is empowering, educational, and promotes equity. **EAGLE** participants with no governance background will be prepared to contribute to important conversations and make critical decisions for program development. Participants with previous experience will better understand the intricacies of federal grant administration, state and local requirements, as well as working cooperatively with stakeholder leadership. Participant staff supporting Governance activities will better understand the role they play in providing quality data and input which best informs program decision makers. Staff will also be better prepared to provide governance training.

In addition to fulfilling the federally mandated training requirement for newly elected Governing Body and Policy Council members, this session also reviews the fundamentals of parliamentary procedure; discusses innovative engagement strategies for members and families; and tackles conducting governance activities in the new normal of COVID-19. There is also a focus on incorporating equity into program development. This is an important and timely training for anyone involved in program governance.

EAGLE is a two-part virtual training applicable to any Head Start/Early Head Start grantee. Whether staff working with parents and community representatives or new members of the Governing Body, Policy Council, and Parent Committee, this training supports development of confident leaders that will safeguard your program and support services that best serve your community. Start 2021 off on the right foot by joining seasoned trainers Robin Gadsden Dupree and Krystal Heinzen Lindsey for **EAGLE: Engaging Advocates and Leadership Executives**. Participants will receive the *EAGLE: Engaging Advocate and Leadership Executives* workbook that supports the training and includes relevant regulations and other useful resources.

Registration is limited and only available until **January 5, 2021**. The Standard Registration Fee is \$500 per person. Members of **T/TAS@Your Service** may qualify for the Subscriber Rate of \$460 per person. (Please visit www.ttas.org for information on how to become a subscriber.) For details on registering, please see page 3.

Learning Outcomes

- ★ Participants will gain a better understanding of the regulations and responsibilities of Head Start/Early Head Start Governance;
- ★ Participants will gain a better understanding of their role in oversight activities of program planning and reporting;
- ★ Participants will become more familiar with parliamentary procedure; and
- ★ Participants will understand how to train the GB and PC on eligibility.

Your Presenters



Robin Gadsden-Dupree, EdD, Family & Community Partnership Specialist, comes from a family of strong community activists. Her career has been devoted to working with children and families by reaffirming their strengths, values, culture, and community. Since 1977, Robin has worked in the Early Childhood profession as a pre-school teacher, day care director, infant/toddler family home provider, college campus child care director, college adjunct professor, Head Start home visitor, and Head Start Director. Robin has an EdD. in Organizational Leadership and Higher Educational Leadership and holds BS and MS degrees in Early Childhood Education. She is a certified teacher in nursery and K-6 in New York and Tennessee.



Krystal Heinzen Lindsey, JD, BA, is a Management Specialist with WKU T/TAS. In that capacity, she works with Head Start and Early Head Start Board and Policy Members, Management, and Staff in developing and implementing program systems which support high quality services. Through both onsite training opportunities and conducting workshops, she leads sessions in the service areas of Governance, ERSEA, Family Services, and Program Management. Krystal feels the most fulfilling aspect of her work is meeting caring, passionate professionals across the country that work tirelessly to help change the lives of families in their community. Her educational background includes a Juris Doctorate from Stetson University College of Law in St. Petersburg, FL and a Bachelor of Arts in Journalism from Howard University in Washington D.C. In addition to working with various grant funded organizations across the country, she is engaged in her community in Houston, TX as a community leader and volunteer.

(T/TAS reserves the right to substitute presenters.)

IMPORTANT Participation and Technology Information Required to Participate

- ★ **We highly recommend participating from a [desktop or laptop computer](#)**, as opposed to a mobile device, for the best participation and audiovisual experience. A high speed internet connection is recommended as the training may be bandwidth intensive at times.
- ★ Participants must register individually and must have a valid and active individual e-mail address to participate. Groups of individuals cannot participate using a single e-mail address.
- ★ **This event will require you to access the T/TAS learning management system, [Adobe Captivate Prime](#).**
 - Participants will be sent an email before the start date which will provide a link to login to Captivate Prime.
 - The first time you use Captivate Prime, you will be required to use your email address to create an Adobe ID (if you already have an Adobe ID connected to your registered email address, you can use your current Adobe ID). Your T/TAS Captivate Prime account is a free service provided as part of the online course or virtual event, and you can use the same Adobe ID for future T/TAS events.
 - After you sign in to Captivate Prime, you will be able to access the event dashboard to download the agenda, the live Zoom Webinar URLs, any PDF materials, or suggested external resources.
 - If you will be accessing the training on a *desktop or laptop computer*, you will not need to download any Captivate Prime add-ons.

Tentative Agenda

Central Time Zone
Training includes 2 virtual sessions

Sessions are live. No recordings will be available.

Wednesday, January 13, 2021

9:00 – 11:00 AM Introductions and Governance Training Overview

Glossary of Terms

Governing Body Roles & Responsibilities

- Implementation Priorities
- Membership

Policy Council Roles & Responsibilities

- Implementation Priorities
- Terms of membership
- Officers

Impasse Procedures

Thursday, January 14, 2021

9:00 – 11:00 AM The Parent Committee

Parliamentary Procedure introduction

Virtual Reality

Q&A

- If you will be accessing the training on a *mobile device*, you will need to install the free Captivate Prime mobile app to participate.
- ★ **The event will also require you to access the [Zoom Video Conferencing](#) website or app.**
 - **Sessions are live. No recordings will be available.**
 - If you are participating in the live Zoom session on a *desktop or laptop computer*, you will find the Zoom link in your Captivate Prime training content. We recommend participants create a free Zoom account with their FIRST and LAST name before the event start date at <https://zoom.us/freesignup/>. You may be asked to install the free Zoom program file.
 - If you are participating in the live Zoom session on a *mobile device*, you will need to install the free Zoom Cloud Meetings app to join the session.
- ★ Participants may experience delays in accessing the training based upon the speed and reliability of their computer or mobile device and internet access.
- ★ Participants are responsible for completion of the event within the stated timeframe.

Registering for T/TAS Virtual Events

It is easy to register for events sponsored by T/TAS! Register online for any T/TAS virtual event. Visit our web site at www.ttas.org, locate the event for which you wish to register, and then click on the Register button.

Payment Policy: *Payment or Purchase Order is due at time of registration.* Registrations received without copy of Purchase Order or payment by check or credit card will not be confirmed to participate in this virtual event.

Registration Deadline: Unless the event fills first, registrations for this virtual event must be received by **January 5, 2021.**

Enrollment is Limited: T/TAS cannot guarantee enrollment at virtual events. If available enrollment slots fill, you will have the option of being placed on a waiting list in case space reopens due to cancellations.

Confirmation of Registration: Registrations can only be confirmed by e-mail. Please provide a unique email address for the participant. If an administrator needs to receive a copy of the confirmation, please include administrative email address on the Group Contact Profile. If you do not receive a confirmation within five days of registering for the event, please contact the T/TAS office at ttas.register@wku.edu or call 800-882-7482.

Cancellations/Substitutions Policy: To obtain a refund of registration fees (less \$75 enrollment charge), cancellations must be received by email to ttas.register@wku.edu by **January 5, 2021**. If you do not receive an email confirmation of your cancellation from T/TAS within 3 business days, you must call 800-882-7482 to confirm your cancellation email was received in order to be eligible for the refund. Substitutions can be made up to the cancellation deadline date. **After the cancellation deadline date, no refunds will be provided.**

T/TAS reserves the right to cancel the event if enrollment criteria are not met or when conditions beyond our control prevail. In the event of cancellation, each registrant will be contacted. The liability of T/TAS is limited to the refund of registration fees only.

Photo/Video/Recording Policies: Recording or taking images of this event is not permitted. Participants of this event may be recorded. By registering for the event, authorization is given by you to be included in any recordings made of live webinar or meeting sessions of this event in connection with T/TAS' programs, publications, the Internet and public web sites. T/TAS and any employees, officers and associates, as well as any assignees, are released from any and all claims for damages for libel, slander, invasion of privacy, right of publicity, or any other claim based on use of the above-described material(s).

