



FIRST THINGS FIRST

Ready for School. Set for Life.

AGENDA ITEM: Meeting Minutes

BACKGROUND: The attached minutes are from the San Carlos Apache Regional Partnership Council's Regular Meeting held on Thursday, January 8, 2015 at the San Carlos Apache Tribe Education Department San Carlos Avenue, San Carlos, Arizona 85550.

RECOMMENDATION: The Regional Director recommends approval of the January 8, 2015 Regular Meeting Minutes.



**Arizona Early Childhood Development & Health Board
San Carlos Apache Regional Partnership Council
Regular Meeting Minutes of January 8, 2015**

Welcome/Call to Order

A Regular Meeting of the First Things First San Carlos Apache Regional Partnership Council was held on Thursday, January 8, 2015 at the San Carlos Apache Tribe Education Department, San Carlos Avenue, San Carlos, Arizona 85550.

Chair Poncho called the meeting to order at approximately 10:10 a.m. and completed a roll call.

Members Present:

Mary Bendle, April Noline, Delphine Rodriguez, Elliott Talgo (telephonic), Teri Gallenstein and Pastor Vernon Poncho

Members Absent:

Michelle Antonio and Flora Talas

Call to the Public

Chair Poncho announced the Call to the Public. There was no response.

Meeting Minutes

Chair Poncho presented the meeting minutes of December 11, 2014 for review.

A motion was made by Member Rodriguez to approve the December 11, 2014 Regular Meeting minutes as presented, seconded by Member Noline. Motion carried 5-0-1 by roll call vote.

Michelle Antonio	Absent
Mary Bendle	Yes
Teri Gallenstein	Abstain
April Noline	Yes
Vernon Poncho	Yes
Delphine Rodriguez	Yes
Flora Talas	Absent
Elliot Talgo	Yes

Declarations of Conflict of Interest

Chair Poncho requested Regional Council members review the agenda items and declare any possible conflicts of interest at this time. No declarations were made.

Governance Policy

LaToya Beatty, Regional Director presented the governance policy for the second read and three additional paragraphs regarding communication with the San Carlos Apache Tribal Council. The Regional Council approved the additional paragraphs and requested a clean copy be presented for a third read and possible approval at the February Regular Meeting.

SFY15 Grantee Financial Report

Ms. Beatty informed the Regional Council that at this time, it is the hope that grantees have expended about 50% of their award. As of last week, all grant agreements with the San Carlos Apache Tribe have expended 0-30%. Discussions will be held with each grantee regarding this issue.

SFY15 Grantee Data and Narrative Reports – Quarter 1

Ms. Beatty reviewed the data and narrative reports for quarter 1. Quarter 2 reports will be submitted to First Things First this month and reported to the Regional Council during the February Regular Meeting.

San Carlos Apache Regional Directed Strategies Report

Ms. Beatty discussed the Community Awareness, Community Outreach, Service Coordination and Media strategies. It was announced that interviews for the Parent Awareness and Community Outreach Coordinator were held December 17, 2014 and that the 2015 family resource calendars will be arriving soon.

Regional Director’s Report

Ms. Beatty announced that Hazel Chandler, Gila Regional Director will be retiring in March 2015.

Announcements

The next Regular Meeting of the Regional Council will be held February 12, 2015 from 10:00 – 12:00 p.m. at the Education Department. The Collaborative meeting will be held January 28, 2015 from 10:00 – 12:00 p.m. at the Education Department.

Adjournment

Chair Poncho adjourned the meeting at 11:10 a.m.

SUBMITTED BY:

**Vernon Poncho, Chair
San Carlos Apache Regional Partnership Council
Dated this 12th day of February 2015**

**LaToya Beatty, Regional Director
San Carlos Apache Regional Partnership Council
Dated this 12th day of February 2015**



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AGENDA ITEM: Governance Policy

BACKGROUND: The Regional Council has operated under a Governance Policy since the inception. From time to time the Governance Policy has been reviewed and revised. The Governance Policy template was revised by First Things First legal counsel. The Regional Governance Policy has been updated to reflect these changes.

RECOMMENDATION: The Regional Director is providing this attachment for final review and approval.

First Things First
San Carlos Apache Regional Partnership Council

Governance Policy Manual

P R E F A C E

This document, initially adopted by the San Carlos Apache Regional Partnership Council On May 24, 2008, and updated periodically thereafter, constitutes the complete and official body of policies for the governance and operation of the San Carlos Apache Regional Partnership Council.

DISCLAIMER

ALL POLICIES FOUND IN THIS GOVERNANCE POLICY MANUAL ARE SUBJECT TO CHANGE FROM TIME TO TIME AS APPROVED BY THE REGIONAL PARTNERSHIP COUNCIL. THE FIRST THINGS FIRST REGIONAL OFFICE DISSEMINATES HARD COPIES OF ADDITIONS/REVISIONS NOT MORE THAN TWICE EACH YEAR. THE WEB COPY, LOCATED AT [HTTP://WWW.AZECDH.GOV](http://www.azecdh.gov) IS UPDATED AS NEEDED FOLLOWING APPROVAL BY THE REGIONAL PARTNERSHIP COUNCIL. PRIOR TO ACTING IN RELIANCE UPON A SPECIFIC COUNCIL POLICY AS IT APPEARS IN ANY COPY OF THE GOVERNANCE POLICY MANUAL, PLEASE CHECK TO MAKE SURE THAT THE COUNCIL HAS NOT RECENTLY APPROVED ANY ADDITIONS OR REVISIONS TO THAT SPECIFIC POLICY.

Contact: LaToya Beatty, San Carlos Apache Regional Director, at 928-425-8172 or lbeatty@azftf.gov

Contact Us:
First Things First
San Carlos Apache Regional Partnership Council
Cobre Valley Plaza Shopping Center
2250 Highway 60/70 Suite K
Globe AZ 85501
928-425-8172

1-101 Organization, Authority and Location

The San Carlos Apache Regional Partnership Council (herein “the Council”) is established as a result of a ballot initiative, Proposition 203, which was approved by voters in November 2006. The purpose, authority, powers and duties of the Council are included in A.R.S. Title 8, Chapter 13 as well as in other statutes and laws of the State of Arizona. The Council is appointed by the Arizona Early Childhood Development and Health Board and assisted in the performance of its duties by staff employees known as the First Things First Staff. The San Carlos Apache Regional Office is located in Globe, Arizona. The office is maintained by the Regional Staff.

Adopted: May 24, 2008; Amended: September 29, 2009; Amended: November 15, 2010; Amended: October 14, 2011; Amended: January 08, 2013

1-102 Departure from Regional Council Policy

- A. Persons desiring to depart from the policies adopted by the Regional Council shall submit a request in writing to the Regional Director who will then submit the request to the Chairperson of the Regional Partnership Council.
- B. No departure from Regional Council policy shall be permitted without the approval of the Regional Council.

1-103 Meetings of the Regional Council

The Regional Council shall adopt a calendar of regular meetings of the Regional Council prior to the beginning of each fiscal year. The Chairperson or any four members of the Regional Council may at any time call a special meeting of the Regional Council. To call a special meeting the Chairperson, or any four members of the Regional Council that wish to call such meeting, should contact the Regional Director with their intentions to ensure that the meeting arrangements and/or announcements can be made accordingly.

A majority of the membership of the Regional Council shall constitute a quorum for the transaction of business at any meeting of the Regional Council, but a number less than a quorum may adjourn from time to time. Regional Council members may participate at any meeting in person, by teleconference, and/or by videoconference provided that all members may hear one another.

Public notice of all meetings of the Regional Council shall be provided in accordance with the requirements of law. In addition, written notice shall be provided to each member of the Regional Council. All notices required by this policy shall at least specify the time, date and place of the meeting. The meeting notice shall be posted in several public areas including but not limited to the following: the San Carlos Education Department, the Tribal Administration offices in San Carlos and Bylas, Bashas', the San Carlos Unified School District office, the San Carlos Apache regional office and any other place deemed appropriate.

Written notice of any regular meeting of the Regional Council, plus the agenda and all material relating to agenda items, shall be transmitted to each member of the Regional Council at each member's last known place of residence or other designated address by the quickest and most reliable method at least three business days prior to the date of such meeting. Amendments to the agenda and additional supporting materials, not previously available, shall be transmitted at least two days prior to the scheduled meeting. Except with the approval of three-fourths of the voting members in attendance at a meeting, and if permitted by law, no action shall be taken by the Regional Council on any matter where material is not timely submitted in accordance with this policy.

Special meetings may be held upon such notice to the members of the Regional Council as is appropriate to the circumstances and upon such public notice as is required by law. Special meetings may be held by teleconference and/or videoconference. All material relating to special meeting agenda items shall be transmitted to each member of the Regional Council at least 24 hours in advance of meeting.

1-104 Regional Partnership Council Attendance Policy

A.R.S. §8-1162(D), the state law governing First Things First, recognizes the importance of consistent attendance by Regional Council members with the following statement:

Members of the Regional Partnership Council who miss more than three meetings without excuse or resign their membership shall be replaced by the Board after a public application process and with the input of the Regional Partnership Council.

Attendance Expectations: Regional Council members are expected to attend all Regional Council meetings. It is understood, that there will be times when Regional Council members will need to miss a meeting. The Regional Director will maintain an attendance roster that documents each Regional Council member's attendance at scheduled meetings. The attendance policy shall be in effect for all regularly scheduled Regional Council meetings and shall not apply to special meetings.

Excused Absence: An excused absence occurs when a Regional Council member is unable to attend a meeting due to an emergency, illness, injury, or previously scheduled travel, work, tribal ceremony, or family obligation which prevents participation at a meeting either in person or by phone.

Notification of a previously planned obligation should be provided to the Regional Director at least two weeks in advance of the scheduled meeting. A Regional Council member who misses a meeting other than for a previously planned obligation shall contact the Regional Director as soon as possible providing an explanation for missing a meeting. An emergency is a situation that cannot reasonably be planned for in advance, e.g. car trouble, weather conditions, family illness and obligation to tribal ceremonies.

Unexcused Absence: An unexcused absence occurs when a Regional Council member is absent from a scheduled meeting without providing sufficient notice or without providing an explanation of the reasons for the member's absence, consistent with excused absence definition above.

Determination of Excused Absence: The Regional Director or staff will assist the Chair in keeping track of absences. If there is a question about whether an absence meets the definition of an excused absence, the Regional Council Chair or Vice Chair may consult with the Regional Director for a determination.

Problem Attendance: An attendance problem will be defined as:

- A. Two consecutive unexcused absences
- B. Three consecutive absences, excused or unexcused
- C. More than three unexcused absences in a 12 month period
- D. More than five excused and unexcused absences in a 12 month period

Addressing an Attendance Problem: Upon identification of an attendance problem, the Regional Council Chair or Vice Chair will call the Regional Partnership Council member to discuss his/her attendance record and remind him/her of the attendance expectations. If the Regional Council member's difficulties are resolvable, then the Chair or Vice chair will attempt to help resolve them with assistance of staff.

If after conversations the Regional Council members attendance reaches a level of non-attendance as identified in "c" above and no mutually satisfactory resolution is possible, the Regional Council Chair or Vice Chair will ask that the member resign his/her position on the Regional Partnership Council. If, upon request,

the member does not resign, the matter shall be forwarded to the Board for appropriate action.

If a member reaches a level of non-attendance under “d” above, of which no more than three are unexcused, the Regional Council Chair may ask the member to resign his/her position in order to ensure the Regional Council has sufficient participation to timely and appropriately complete its work. If the member wishes to continue on the Regional Council, the matter shall be put to the Regional Partnership Council at its next meeting. The Regional Council member shall be entitled to speak to this item. The Regional Council will then decide to allow the member to continue to participate or to refer the member to the Board for possible removal from the Regional Council.

Accepted into the San Carlos Apache Regional Partnership Council Governance Policy on 9/29/09.

1-105 Meeting Procedures

The rules contained in the current edition of Robert's Rules of Order Newly Revised (available online at <http://www.rulesonline.com/>) shall guide the deliberations of the Regional Council in all cases to which they are applicable and in which they are not inconsistent with these Regional Council policies and special rules of order the Regional Council may adopt, and with any applicable statutes.

The order of business for any regular meeting of the Regional Council shall be in accordance with the written agenda prepared for the meeting. Such agenda shall provide for both an executive session and open session in accordance with requirements of law. The open session portion of the agenda shall provide the following as applicable:

1. Call to order
2. Call to the public
3. Approval of minutes of prior regular or special meetings if not included on consent agenda
4. Matters presented by the First Things First Regional Director
5. Adoption of all consent agenda items
6. Matters presented by the chairs of standing committees of the Regional Council
7. Reports, if any, from ad hoc or special committees appointed by the Regional Council
8. Announcements and adjournment

Routine matters listed in the open session portion of the agenda for a regular meeting of the Regional Council may be grouped together and decided by the Regional Council without discussion or debate. Such matters shall be designated as "Consent Agenda Items." Any member of the Regional Council may request discussion or debate on any individual item listed as a Consent Agenda Item, and the matter shall be considered and decided separately at such time in the meeting as may be directed by the Chairperson.

During the course of any regular meeting of the Regional Council, the Chairperson shall act as presiding officer and all motions shall be directed to the Chairperson. However, the Chairperson may delegate to the chair of each respective standing committee the responsibility for chairing discussion of items presented to the Regional Council by that chairperson. Whenever a matter before the Regional Council is deferred for further discussion, the Chairperson may assign the matter to an appropriate committee, schedule the matter for further consideration at a future meeting of the Regional Council, or take other appropriate action, and may otherwise direct the Regional Staff with respect to the matter.

All meetings of the Regional Council are open to the public except for executive sessions. The Regional Council reserves the right, however, to maintain order to prevent interference by any member or members of the public with the conduct of its meetings.

1-106 Call to the Public Procedure

During each Regional Council meeting, the Regional Council conducts a "Call to the Public" when members of the public may address the Regional Council. Speakers who wish to address the Regional Council:

- A. Must turn in a signed request (using the form provided at the Regional Council meeting) to the Regional Director Any written materials for the Regional Council should be included with this request.
- B. Are given up to three minutes to make their remarks.

The following priority will be given to speakers during “Call to the Public”:

- A. Matters scheduled on the same meeting’s agenda.
- B. Other matters; presenters who haven’t address the Regional Council in the previous two months.

The Regional Council retains its prerogative to:

- A. Refuse to hear comments on a specific issue if a public comment session has been held on the issue.
- B. Limit the time or the number of speakers on the same issue.
- C. Refuse to have letters read *on behalf of other individuals*.
- D. Include on the meeting agenda a statement outlining the Regional Partnership Council’s policy statement regarding the Call to the Public portion of their meetings.

If speakers have comments that are too long for the time allowed, or if members of the public would like materials distributed to the Regional Council, written materials may be provided to the Regional Director All written materials are distributed to and given consideration by the Regional Council.

Because of the diversity of issues presented during “Call to the Public,” Regional Council members generally do not respond to speakers during this comment period. The speaker’s concerns are recorded and may be referred to the appropriate staff for follow-up. The Regional Council is informed of the outcomes of the staff efforts to respond to the speaker’s concerns.

1-107 Minutes of Meetings of the Regional Council

Minutes of all meetings of the Regional Council shall be created and maintained in accordance with the requirements of law. The Regional Council may incorporate by reference into its minutes lists of staff changes, reports, lists of budget information, formal written resolutions and other material of similar import, and such material shall be maintained in a permanent file to be designated as the "San Carlos Apache Regional Partnership Regional Council's Documents File," which shall be kept in the custody of the Regional Director and available for ready reference.

Each member of the Regional Council shall be furnished with copies of the minutes of the open session portion of each regular and special meeting of the Regional Council. Members of the Regional Council shall be furnished with copies of the minutes of the executive session portion of any meeting of the Regional Council for the purpose of approving those minutes, after which all copies shall be returned to the Regional Director.

All minutes of the open session portion of any meeting of the Regional Council shall be open to public inspection during regular business hours at the First Things First Regional Office located at 1600 E. Ash Street, Suite 1, Globe, Arizona 85501. Minutes of executive sessions shall be kept confidential except from members of the Regional Council or as otherwise required by law. Executive session minutes are stored at the First Things First Regional Office located at 1600 E. Ash Street, Suite 1, Globe, Arizona 85501. Both printed minutes and minutes stored in a Universal Serial Bus (USB) are kept under locked file. Copies of minutes or excerpts from any minutes of the open session portion of any Regional Council meeting or from any executive session, if the law permits such disclosure, may be furnished by the Regional Director. If such minutes have not yet been approved by the Regional Council, they shall be marked "Draft."

1-108 Committees and Subcommittees

The Regional Council may establish and maintain standing committees composed of members of the Regional Council appointed by the Chairperson. The Chairperson will serve as an ex officio member of all standing committees.

Standing Committees may meet either apart from regular meetings of the Regional Council and provide a report to the Regional Council of business conducted, or may meet as a committee of the whole during the course of a regular Regional Council meeting. All members of the Regional Council attending a standing committee meeting are eligible for voting on standing committee matters.

The Chairperson of the Regional Council may establish such other ad hoc or special committees as the Chairperson deems necessary or advisable. The Chairperson shall appoint the membership of such committees, which may, but need not, include members of the Regional Council, and shall designate the matters to be considered by said committees. All such committees shall act as advisory bodies to the Regional Council and report their recommendations to the Regional Council.

All such standing, ad hoc or special committees shall hold and conduct their meetings in accordance with requirements of law. The chair of each such committee shall be its presiding officer and shall set the time, date and place of the meetings.

The Executive Committee shall be a standing committee of the Regional Council. Its members shall include the Chairperson, Vice-Chairperson and the chairs of any other Standing Committees established by the Regional Council. Unless otherwise directed by the Chairperson, the Chairperson will preside over the Executive Committee. If the law permits, the Regional Council may delegate a specific decision-making authority to the Executive Committee from time to time. In addition, if a matter is deemed to be urgent by the Chairperson, the Executive Committee may be convened for specific decision-making, subject to adoption at a subsequent regular meeting of the Regional Council.

1-109 Regional Council Officers and their Duties

At the first regular meeting of the Regional Council following May 1 of each fiscal year beginning in 2008, the Regional Council shall elect a Chairperson and Vice-Chairperson from among the appointed members to serve for the ensuing fiscal year beginning July 1, who shall hold office for twelve months and until successors are duly elected. The election shall be by ballot or by an official voice vote of the Regional Council.

In the absence of good reason to the contrary, it shall be the Policy of the Regional Council, in nominating members to serve as its Chairperson and Vice Chairperson, to nominate members who have previously served as a member of the executive committee to help ensure greater past experience on the Regional Council. Notwithstanding the previously stated preference for experience, the Regional Council may nominate any appointed member for its Chairperson and Vice-Chairperson. A majority vote of the appointed members of the Regional Council shall be required to elect.

It shall be the duty of the Chairperson to preside over the meetings of the Regional Council, to call meetings as herein provided, to serve as an ex officio member of all committees of the Regional Council, and to perform such other duties as are set forth in these policies or as shall be vested in the Chairperson.

It shall be the duty of the Vice-Chairperson to assume the duties of the Chairperson in the absence of the Chairperson. The Vice-Chairperson does not automatically succeed the Chairperson. Both the Chairperson and the Vice-Chairperson are eligible for reelection.

1-110 Communications to or from the Regional Council

The San Carlos Apache Regional Partnership Council believes that maintaining open communication and fostering trust with the tribal government, referred to as the San Carlos Apache Tribal Council, is very important. The San Carlos Apache Regional Partnership Council is committed to attending and providing a report to the Tribal Council on a monthly basis through the tribe's official Education Committee. The Regional Director will attend the monthly tribal Education Committee meeting and provide a verbal presentation and written report on behalf of the Regional Partnership Council.

Additionally, if the need arises or by request from the tribal government, the Regional Partnership Council Chair, Vice Chair or any Council Member designated by the Chair, may attend and present at a San Carlos Apache Tribal Council meeting when available. First Things First regional staff may also attend these meetings as applicable.

The San Carlos Apache Regional Partnership Council will communicate with all community entities, including the Education Department, the San Carlos Unified School District, the tribal Health and Welfare Committee and any other interested party by ensuring that all meeting notices are posted throughout the San Carlos Apache community.

Communications from the Regional Council to members of the legislature, the press and the public should, whenever possible, be transmitted by and through the Chairperson of the Regional Council. Inquiries in regard to matters upon which the Regional Council has taken, or probably will take a position, should be referred to the Chairperson or the Regional Director

There will be cases when an individual member of the Regional Council will feel obligated to answer inquiries. In these cases, the member of the Regional Council expressing an opinion as to matters upon which the Regional Council has taken a position should support the position taken by the Regional Council or make it perfectly clear that he or she is expressing an opinion that has not been approved by the Regional Council.

1-111 Lobbying

The Regional Council recognizes and appreciates the privilege each individual in this State and nation has to express his or her opinion and to seek to make that opinion known to members of Tribal Government, Congress, and State legislature. The Regional Council also recognizes the responsibilities with which it has been entrusted in connection with the operation of the early childhood development and health system and the advancement of early childhood development and health programs in the State of Arizona and recognizes that on occasion the interests of the Regional Council will not coincide with the interests of individual members of the Regional Council.

In approaching members of Tribal Council, State legislature or members of Congress, members of the Regional Council shall make every effort to indicate clearly that the position they take is an individual position or is the position of a group other than the Regional Council. In instances in which the Regional Council has taken an official position, the member endorsing a differing position shall make it clear to any legislative body that the Regional Council has endorsed a different or contrary position.

The disbursement or allocation of State funds shall determine prior to disbursement or allocation that such funds will not be used for purposes of influencing legislation or Tribal Council Members.

Only the Chairperson of the Regional Council or his or her designated delegate shall speak for the Regional Council to members of the legislature in matters relating to policy. In responding to members of congress, Tribal Council members or State legislators, Regional Council members shall make every effort to accurately communicate official Regional Council positions. In matters for which the Regional Council hasn't taken an official position, Regional Council members should indicate clearly that the position they take is an individual position or is the position of a group other than the Regional Council.

This policy is not intended to nor shall it be enforced so as to restrict rights guaranteed to individual employees or Regional Council members but is an attempt only to separate the views of those individuals from positions which the Regional Council may take in attempting to discharge its responsibilities under the statutes of the State of Arizona.

1-112 Conflict of Interest

Regional Council members and employees shall comply with the conflict of interest provisions of A.R.S. Title 38, Chapter 3, Article 8. These statutes set the minimum standards expected of public officers and employees who, in their official capacities, are faced with a decision or contract that might affect their direct or indirect pecuniary or proprietary interests or those of a relative. Section 38-503 provides in part:

Any public officer or employee of a public agency who has, or whose relative has, a substantial interest in any contract, sale, purchase or service to such public agency shall make known that interest in the official records of such public agency and shall refrain from voting upon or otherwise participating in any manner as an officer or employee in such contract, sale, purchase or service.

Any public officer or employee who has, or whose relative has, a substantial interest in any decision of a public agency shall make known such interest in the official records of such public agency and shall refrain from participating in any manner as an officer or employee in such decision.

Under this law, a Regional Council member or employee who has a conflict of interest must disclose the interest and refrain from participating in the matter. Regional Council members and employees may find guidance on this subject in the Arizona Agency Handbook, which is available on the Attorney General's website at http://www.azag.gov/Agency_Handbook/Agency_Handbook.html. Public officers and employees should review conflicts of interest matters not specifically addressed in the Handbook with their supervisors or legal counsel.

1-113 Amendments

These policies shall not be added to, amended, or repealed except at a meeting of the Regional Council and by public vote of a majority of all voting members of the Regional Council. Any proposed addition, deletion, or amendment shall be filed with the Regional Director, in writing, at least 10 days before such meeting, and it shall be the duty of the Regional Director to promptly distribute a copy to each member of the Regional Council.

Amendments to Regional Council policy will require a two-step process to adopt: 1) the draft policy change will receive a *first reading* at a public meeting, during which Regional Council members may discuss the draft amendment and request that staff make changes as deemed appropriate (a vote to adopt is not taken at this stage) and 2) the draft policy change will receive a *second reading* at a subsequent public meeting during which the Regional Council may direct staff to make further changes or may vote its adoption.

Adopted: May 24, 2008; Amended: September 29, 2009; Amended: November 15, 2010; Amended: October 14, 2011; Amended: January 08, 2013



FIRST THINGS FIRST

Ready for School. Set for Life.

AGENDA ITEM: SFY15 Grantee Data and Narrative Reports – Quarter 2

BACKGROUND: Quarterly Data and Narrative Information

RECOMMENDATION: The Regional Director is providing this attachment for information purposes only and recommends reviewing the data for this quarter—making sure to jot down questions, comments or concerns.

Instructions for interpreting data report fields:

*Quarterly Data Submission Status

Quarterly Data Submission Status is not a strategy-specific data field. This is a FTF designated field in a report that indicates within a quarter the number of months of data that were submitted for a single contract out of the three mandatory months for the quarter.

0 = 0 months out of 3 months of data for this quarter were submitted.

Note:

No strategy-specific data fields will be displayed for a contract with a "0" Quarterly Data Submission Status

1 = 1 month out of 3 months of data for this quarter were submitted

2 = 2 months out of 3 months of data for this quarter were submitted

3 = 3 months out of 3 months of data for this quarter were submitted

Note:

A Quarterly Data Submission Status of "0" may be assigned in the following scenarios:

(a) The grantee did not set their PGMS data submission status to "complete" or did not submit data via other acceptable file transfer protocols

(b) The grantee signed their contract only one month prior to the end of the quarter and data submission is not applicable until the following quarter

(c) The contract's strategy-specific data reporting requirements may not be available and/or no training on data submission has taken place

**Contracted Service Units

Contracted Service Units only appear for a contract's lead strategy

Instructions for reading null and zero as data field values:

Blank data field = A null data field appears if the grantee selected "NA (Not Applicable)" when given a YES/NA option on their data reporting template indicating the specific data field(s) are not a part of their contract

0 = Grantee selected "No" in a YES/NO option on their data reporting template indicating the specific data field(s) were not collected for the quarter

0 = Grantee reported "0" on their data reporting template indicating the specific data field(s) were not collected for the quarter

Birth to Five Helpline

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July- Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-STATE-13-0351-01-Y3 / Southwest Human Development	Number of new callers		1				
	Number of repeat callers		0				
	Number of calls received (new and repeat)	0	1				1
	Number of new calls from parent, caregiver, or family with children (0-5 yrs)		1				
	Number of new calls from other callers		0				
	Number of callers referred for follow-up service		1				
	Number of callers reporting receiving appropriate follow-up or service		1				

Developmental and Sensory Screening

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July- Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
GRA-RC029-11-0179-01- Y4 / San Carlos Apache Tribe	Quarterly Data Submission Status*			2			
	Number of hearing screenings conducted	300		0			0
	Number of hearing results forwarded to medical home			0			
	Number of families referred and having received an additional evaluation			0			
	Number of children received hearing screening			0			
	Number of vision screenings conducted	300		0			0
	Number of vision results forwarded to medical home (physician of record) for evaluation and services			0			
	Number of families that report being referred and having received an additional evaluation			0			
	Number of children received vision screening			0			
	Number of developmental screenings conducted	300		0			0
	Number of developmental screening results forwarded to AZEIP, Part B or a medical home			0			
	Number of children referred for developmental delay follow-up			0			
	Number of children received developmental screening			0			
	Number of children receiving screening (children may have received 1-3 types of screenings)	300		0			0

Developmental and Sensory Screening

San Carlos Apache Tribe Head Start

Program Implementation:

Outreach, Recruitment and Retention Activities

Activity	Target Audience	Frequency of Activity	Number Reached
N/A			

Successes: A brief meeting was held with LaToya Beatty to provide new Head Start director with a copy of the grant and implementation plan. On-going training for teaching staff and administrative staff allows the program to provide quality services to the 0-5 year old population.

Staffing: Staff assigned to this program to do screenings is limited. There is a need to make modifications to implementation plan. The time-line has not been met on this program due to extended sick leave of previous Head Start director as well as staff turn-over.

Challenges: The current barrier is limited staff and time line. To resolve current barrier would be to make modification to budget and time line. However, the hiring process would take valuable time. The other option would be to contract with an entity in the San Carlos or Globe Region.

Collaboration and Communication: The San Carlos Apache Region does have valuable collaborative partners, CHR just recently complete the SC Head Start program's Hearing/Vision. Therefore, the partnering and contracting of Developmental Screening can be completed.

Support/Additional Information: The FTF staff has provided the program with the tools and guidance from user guide for extranet to the templates to submit changes to plan. Changes to the plan will be made and submitted by March 20, 2015 with a budget modification, for approval.

Family, Friends & Neighbors

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July- Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
GRA-RC029-15-0693-01 / San Carlos Apache Tribe	Quarterly Data Submission Status*		2	3			
	Number of home based providers newly enrolled during the quarter		0	21			
	Number of home based providers served	10	0	21			21
	Number of home based providers at the end of the quarter (subtracting disenrolled)		0	14			
	Number of children served		0	15			
	Number of providers that applied for regulation						
	Number of providers newly regulated						
	Number of trainings conducted in home based settings		0	0			
	Number of providers trained in home based settings		0	0			
	Number of trainings conducted in community based settings		4	10			
	Number of providers trained in community based settings		34	34			

Family, Friends & Neighbors

San Carlos Apache Tribe Apache Kid Child Care Center

Program Implementation:

Outreach, Recruitment and Retention Activities

Activity	Target Audience	Frequency of Activity	Number Reached
Training Sessions in San Carlos & Bylas Areas for Oct. 2014	Family Providers	Twice a month	10
Posting of flyers	Community wide	Twice a month	
Training Sessions in San Carlos & Bylas Areas for Nov. 2014	Family Providers	Twice a month	17
Posting of flyers	Community wide	Twice a month	
Training Sessions in San Carlos & Bylas Areas for Dec. 2014	Family Providers	Twice a month	8
Posting of flyers	Community wide	Twice a month	

Successes: Participants have interest in caring for children with special needs. Trainings are bringing in more providers and people who are interested in becoming providers.

Staffing: Due to a limited budget we are not able to hire more staff to help in the community with home visits, advertising and community PR.

Challenges: Barriers continue to be transportation to and from our training sessions. A lot of our providers to do not have reliable transportation are not able to attend training sessions. A way in which we can resolve this problem is to collaborate with our local TANF department who can possibly provide transportation for our home care providers.

Collaboration and Communication: Right now we are in the process of setting up meetings with TANF, Social services and Wellness Center on how we can collaborate so that we are helping each other with serving our clients.

Support/Additional Information: I would just like continued help with getting information posted to the PGMS website. We are in the process of implementing a training certificate for new providers.

Food Security

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July- Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
GRA-RC029-15-0691-01 / San Carlos Apache Tribe	Quarterly Data Submission Status*		3	3			
	Number of food boxes distributed	300	141	225			366
	Number of families who received food boxes		141	225			
	Number of children (0-5 yrs) in families who received food boxes		235	350			
	Number of families who received other items		34	0			
	Number of children (0-5 yrs) in families who received other items		34	0			

Food Security

San Carlos Apache Tribe Social Services Department

Program Implementation:

Outreach, Recruitment and Retention Activities

Activity	Target Audience	Frequency of Activity	Number Reached
Outreach to Collaborators	Bylas, Peridot, Gilson Wash, Seven Mile Wash	Meetings, community events, gathering	225 families – 340 children (0-5)
Working with Collaborators	Parents/Children	Monthly events	225 families – 340 children (0-5)

Successes: Collaborated with Church of Jesus Christ in the Peridot District and Reservation Ministries from Globe, Arizona who donated furniture and bedding to families. Slowly everyone is aware of what we do and they are making referrals to our office; the Church of Jesus Christ in Peridot also provides 10 bags of food per month to families so we exchange information and needs; parents thank us for the additional temporary help with food and tell us “it really helps them out.” God Bless you for the help you provide to our children and families.

Staffing: This fall the staff pitched in to help and some were their clients who needed help so it all worked out.

Challenges: None at this time.

Collaboration and Communication: I belong to many committees, projects and attend many events monthly; I share all of our grants with collaborators and they help spread the word or email me names of families. It has come to the point where families are calling us asking when our next education training is scheduled.

Support/Additional Information: It’s been a successful mini program in helping families with 0 to 5 age children.

FTF Professional REWARDS*

* Source data issues, please contact grantee over discrepancies

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July- Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-STATE-13-0346-01-Y3 / Valley of the Sun United Way	Quarterly Data Submission Status*			3			
	Total Number of Applicants			34			
	Total number of Approved Scholars			21			
	Number of NEW Scholars			1			
	Number of Renewed Scholars			20			
	Number of Incentive awards distributed	34		21			21
	Total Number of Scholars by REWARD Tiers:			21			
	Tier 1			6			
	Tier 2			0			
	Tier 3			2			
	Tier 4			3			
	Tier 5			3			
	Tier 6			13			
	Tier 7			1			
	Tier 8			3			
	Tier 9			0			

Native Language Preservation

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July- Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
GRA-RC029-15-0689-01 / San Carlos Apache Tribe	Quarterly Data Submission Status*		3	3			
	Number of center based providers served		13	16			
	Number of home based providers served						
	Number of center and/or home based providers served	10	13	16			29
	Number of trainings conducted		7	6			
	Number of center based child care professionals attended trainings		40	48			
	Number of home based child care professionals attended trainings		0	0			
	Number of participating professionals	30	40	48			88
	Number of workshops conducted						
	Number of adults attended workshops						
	Number of books distributed to providers		10	0			
	Number of Navajo Nation bundles distributed to providers		0	0			
	Number of audio CDs distributed to providers		0	0			
	Number of DVDs/Videos distributed to providers		0	0			
	Number of other materials distributed to providers		20	7			
	Number of books distributed to parents			0			
	Number of Navajo Nation bundles distributed to parents			0			
	Number of audio CDs distributed to parents			0			
	Number of DVDs/Videos distributed to parents			0			
	Number of other materials distributed to parents			1			

Native Language Preservation

San Carlos Apache Tribe Language Preservation Department

Program Implementation:

Outreach, Recruitment and Retention Activities

Activity	Target Audience	Frequency of Activity	Number Reached
Apache Kid Child Care Halloween Carnival	Child Care Children & Providers & Staff	Yearly in the October October 24, 2014	Various ages from Birth to staff/teachers/adults 100+

Child Care Site Visit	Providers	Bi-weekly October 31 st , 2014	18
Gilson Wash Head Start Center	Providers	November 6, 2014 Bi-weekly	2
Gilson Wash Head Start – Immersion Program Gilson Wash Readiness Peridot Head Start AM/PM Classes Site Visits	Teachers/Providers	November 12, 2024 Bi-weekly	8
Diabetes Prevention Conference	Parents	Depends on scheduling from Wellness Center November 19, 2014	17
Child Care Center Site visit	Providers	December 9, 2014 Bi-weekly	7
Peridot & 7 Mile Wash Head Start	Teachers	Bi-weekly	6
Bylas Child Care	Providers	Monthly	3
Bylas Heat Start	Teachers	Monthly	4

Successes: October—attended Immersion Teaching workshop in Albuquerque, NM. November—offered one-on-one site visits, provided materials, songs and stories to two centers; continues translation of English to Apache songs and stories for upcoming CD. December—limited site visits due to Christmas schedules; attended joint meeting of the FTF San Carlos Apache Regional Partnership Council and the San Carlos Apache Early Childhood Development and Health Collaborative.

Staffing: The Community Liaison position is still open. An individual may be hired on an emergency hire bases.

Challenges: Small staff with many projects and goals in different sectors of the community. Inability to find qualified individual for the community liaison vacancy for this grant has caused the job listing to be advertised three times. The requirements for the job vacancy had to be lowered in an effort to receive applications.

Collaboration and Communication: Collaboration efforts continue with existing partners.

Support/Additional Information: Support is requested of FTF staff in looking over the budget before the end of the year. Please provide us with workshops on how to recognize strategy effectiveness; training on PGMS utilization for extra person; communication with our FTF finance contacts is appreciated because approx.. 90% of our funding is from FTF.

Nutrition/Obesity/Physical Activity

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July- Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-RC029-13-0421-02- Y3 / United Way of Tucson and Southern Arizona	Quarterly Data Submission Status*		3	3			
	Number of parent/family educational sessions conducted		1	3			
	Number of adults attending parent/family education sessions		1	96			
	Number of children (0-5yrs) attending parent/family education sessions		6	10			
	Number of community events conducted related to nutrition and physical activity, healthy living		7	0			
	Number of adults attending community events		50	0			
	Number of children (0-5yrs) attending community events		54	0			
	Number of provider educational sessions conducted		10	18			
	Number of professionals attending child care provider education sessions		50	264			
	Number of adults attended	150	101	360			461
	Number of children attended	150	60	10			70
	Number of community projects started during the quarter		3	0			
	Number of community projects completed during the quarter		1	0			

Nutrition/Obesity/Physical Activity

United Way of Tucson and Southern Arizona (Subcontract: University of Arizona Cooperative Extension San Carlos)

Program Implementation:

Outreach, Recruitment and Retention Activities

Activity	Target Audience	Frequency of Activity	Number Reached
Program recruitment contacts made.	Group Homes, Faith Based, organizations and Centers		
Email	Head Start	7	1 Coordinator 4 Teachers
	St Charles	4	1 Lead Teacher

Via Phone	Social services	3	1 Social Worker
	Head Start	11	1 Coordinator 6 Lead Teachers
	St Charles	7	1 Secretary 1 Lead Teacher 2 Sub-teachers
	Youth Home	5	1 Director 3 Care givers
	Apache Child Care	7	3 Lead Teachers 2 Teachers
	Family Friend and Neighbor	7	1 Coordinator
	Child Readiness	7	2 Lead Teachers 3 Teachers
Via in Person	Head Start	6	2 Lead Teachers 4 Aides
	Home Group 1	4	1 Care Provider
	Youth Home	2	1 Director 5 Care Providers
	Child Care	6	1 Director 2 Lead teachers 2 Teachers
	Child Readiness	8	2 Lead teachers 3 Teachers
Meeting/ Outreach			
First Things First			

Meeting	First things First	1	Collaborative Members
Family Friends and Neighbor	Family Friends and Neighbor	1	4 Adults
Head Start Parent educational Training	Parent Meeting Presentation	3	86 Parents 5 Children
Family Book Bag/ Color Me Healthy form collection and site visit for GTL	Youth Home	4	1 Director 4 Care providers
	Apache Child Care	7	1 Lead Teacher 2 Teachers
	Head Start	12	5 Lead Teachers 7 Teachers
	Child Readiness	8	2 Lead Teachers 4 Teachers
	Home Group 1	5	1 Home Care Provider
	ST Charles	5	1 Lead Teacher 2 Teachers

Photo Release forms provided	Head Start	4	7 Teachers
	St Charles	3	1 Teacher
	Apache Child Care	4	4 Teachers
	Child Readiness	4	4 Teachers
Grow It, Try It, Like It! <ul style="list-style-type: none"> • Training Gardening and Planting 	Head Start	8	37 Teachers 351 Children
	Apache Kids Child Care	4	5 Teachers 30 Children
	Child Readiness	4	10 Teachers 49 Children
	Youth Home	1	1 Adult 3 Children
	St Charles	1	1 Adult 3 Children
	Home Group	2	2 Teachers 32 Children
		1	1 Home care provider 2 Children

Social Services is flourishing which makes this activity more fun for the children. MyPlate guidelines, recipes, and Color Me Healthy resources were given to parents to take home.

The Instructional Specialist was invited to visit the Youth Home and during his visit he demonstrated a number of enrichment activities. They spent time reading *The Little Red Hen Makes Pizza* by Sturges and Walrod, teaching children the colors of the vegetables in the story using the Color Me Healthy poster representing the colors of the fruit and vegetables. Also, children were able to make their own paper plate pizza using similar ingredients that were mentioned in the book during the story time. Once children were done preparing their paper plate pizza, they began to run around throwing the paper plate like a Frisbee. The reading activity not only was nutritional activity but it became a fun physical activity to keep the children moving.

After the Family Book Bag refresher training the Head Start staff has been encouraging children to take books home to read with their parents. They decided that they want to promote literacy as much as they can in the classroom so that children are excited to read after school hours. After the summer break, the staff noticed the drop in reading skills which is something that want to avoid in the future. In addition to the Family Book Bag, Head Start along with the Youth home are having an easier time implementing Family Style Meals which has been challenging in the past. The United Way and University of Arizona Cooperative Extension has spent a large amount of time promoting Family Style Meals because of its positive effects on language development, routine, portion control, and nutrition. We are excited that the centers are continuing to better their practices.

Staffing: None at this time.

Challenges: Vandalism to garden beds at the Seven Mile Head Start has occurred and has caused interruption of plant growth. Services were delayed to the Youth Home due to a kitchen fire in their facility causing them to shut down for a period of time. Services will begin when the Youth Home is ready. Tracking form completion continues to remain a challenge.

Collaboration and Communication: Collaborative efforts continue and relationships are growing.

Support/Additional Information: A new contact list of resources funding by FTF is appreciated.

Parent Kits - statewide

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July- Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-STATE-12-0334-03-Y4 / SPF Consulting, LLC	Number of English cases distributed		0				
	Number of Spanish cases distributed		0				
	Number of cases distributed		0				
	Number of parent kits distributed		0				

Parent Outreach and Awareness

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July- Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
GRA-RC029-13-0533-01- Y3 / Gila County Library District	Quarterly Data Submission Status*		3	3			
	Number of books distributed	14436	1762	1805			3567
	Number of children receiving books		1762	1805			
	Number of children newly enrolled into book distribution program during the quarter		46	74			
	Number of local resource guides distributed during the quarter	0					0
	Number of education reinforcement items distributed during the quarter						
	Number of earned media during the quarter						
	Number of paid advertising during the quarter						
	Number of workshops held	75	49	62			111
	Number of adults attending workshop		1382	1663			
	Number of events held	0					0
	Number of adults attending events						

Parent Outreach and Awareness

Gila County Library District

Program Implementation:

Outreach, Recruitment and Retention Activities

Activity	Target Audience	Frequency of Activity	Number Reached
Community Liaison@ Various Community Events	Parents of children 0-5 yrs.	10/7, 10/8, 10/9, 10/12, 10/15, 10/16, 10/17, 10/18, 10/19, 10/26, 10/28, 10/30, 11/4, 11/3, 11/8, 11/11, 11/12, 11/20, 11/22, 11/24, 11/28, 12/4, 12/12, 12/13, 12/15, 12/16, 12/18, 12/24	709
Community Liaison@Peridot/Nolines	Parents of children 0-5 yrs.	10/2, 11/5, 11/27, 12/8, 12/17	107
Community Liaison@Gilson Wash	Parents of children 0-5 yrs.	10/1, 11/19, 12/2, 12/29	104

Community Liaison@7 Mile	Parents of children 0-5 yrs.	11/18, 11/26, 12/3, 12/22	107
Community Liaison @ Bylas	Parents of children 0-5 yrs.	11/13, 12/9, 12/10	56
Community Liaison @ Swap Meet	Parents of children 0-5 yrs.	10/4, 10/11, 10/25, 11/15, 11/29, 12/27	212
Community Liaison @ Head Start	Parents of children 0-5 yrs.	10/3, 11/14, 12/6, 12/30	112
Community Liaison @ WIC	Parents of children 0-5 yrs.	10/6, 10/21, 11/17	46
Community Liaison @ San Carlos Hospital	Parents of children 0-5 yrs.	10/24, 11/25, 12/5	80
Community Liaison @ Tufa Stone / Indian Hills / Whiterock	Parents of children 0-5 yrs.	12/28	50

Successes: Storytimes have been happening at several different venues that are reported in the table above. We started 46 Ladybug magazine subscriptions this quarter for children who turned five, for a total of 77 this year.

Staffing: The Early Literacy Coordinator resigned in August to start a full-time job. It has been difficult to find qualified applicants, but we are still seeking to hire a new Coordinator and an Early Literacy Liaison for the Bylas area.

Challenges: The staffing issues may have caused a reduction in the number of children added to the program. The San Carlos Librarian assists when possible, but most of her time is used in running the library. We hope to add and train new staff soon.

Collaboration and Communication: The Collaborative Meetings every two months continue to help us network with the other First Things First Grantees in finding new contacts and opportunities for approaching parents. The November meeting was rescheduled to December, but the date was missed on our calendar. District Staff, the Community Liaison, the Early Literacy Coordinators, and the San Carlos Librarian will be encouraged to attend meetings on a regular basis.

Support/Additional Information: None at this time.

Quality First - Regional

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July- Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
	Number of Centers	7	6	6			6
	Number of Homes	1	1	1			1
	Number of Rating Only Centers	0	0	0			0

Scholarships TEACH - All

A data field is flagged in grey for a SFY quarter:

T.E.A.C.H. Scholar Turnover – when the student turnover (sum of AA withdrawn, BA withdrawn and CDA withdrawn) is above 15% of the total Scholars Currently Receiving T.E.A.C.H. Scholarship.

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July- Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-STATE-13-0350-01-Y3 / Association for Supportive Child Care	AA Degrees Completed Contract to Date		1	1			
	CDA Credentials Completed Contract to Date		0	0			
	BA Degrees Completed Contract to Date		0	0			
	AA Degrees Completed		1	1			
	CDA Credentials Completed		0	0			
	BA Degrees Completed		0	0			
	AA Credits Completed		23	23			
	AA Contracts Completed		1	1			
	AA Withdrawn		0	0			
	AA Contracts Initiated		0	0			
	AA Scholarships Awarded		1	1			
	BA Credits Completed		0	0			
	BA Contracts Completed		0	0			
	BA Withdrawn		0	0			
	BA Contracts Initiated		0	0			
	BA Scholarships Awarded		0	0			
	CDA Scholarships Withdrawn		0	0			
	CDA Contracts Initiated		0	0			
	CDA Scholarships Currently Awarded		1	1			
	Scholars Currently Receiving T.E.A.C.H. Scholarship		1	1			
Quality First Facilities with Current T.E.A.C.H. Scholars		1	1				
Quality First Facilities with T.E.A.C.H. Scholars Awarded		2	2				

Scholarships TEACH - Regional

A data field is flagged in grey for a SFY quarter:

T.E.A.C.H. Scholar Turnover – when the student turnover (sum of AA withdrawn, BA withdrawn and CDA withdrawn) is above 15% of the total Scholars Currently Receiving T.E.A.C.H. Scholarship.

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July- Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-STATE-13-0350-01-Y3 / Association for Supportive Child Care	AA Degrees Completed Contract to Date		0	0			
	CDA Credentials Completed Contract to Date		0	0			
	BA Degrees Completed Contract to Date		0	0			
	AA Degrees Completed		0	0			
	CDA Credentials Completed		0	0			
	BA Degrees Completed		0	0			
	AA Credits Completed		0	0			
	AA Contracts Completed		0	0			
	AA Withdrawn		0	0			
	AA Contracts Initiated		0	0			
	AA Scholarships Awarded		0	0			
	BA Credits Completed		0	0			
	BA Contracts Completed		0	0			
	BA Withdrawn		0	0			
	BA Contracts Initiated		0	0			
	BA Scholarships Awarded		0	0			
	CDA Scholarships Withdrawn		0	0			
	CDA Contracts Initiated		0	0			
	CDA Scholarships Currently Awarded		0	0			
Scholars Currently Receiving T.E.A.C.H. Scholarship			0	0			

Scholarships TEACH - Statewide

A data field is flagged in grey for a SFY quarter:

T.E.A.C.H. Scholar Turnover – when the student turnover (sum of AA withdrawn, BA withdrawn and CDA withdrawn) is above 15% of the total Scholars Currently Receiving T.E.A.C.H. Scholarship.

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July- Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-STATE-13-0350-01-Y3 / Association for Supportive Child Care	AA Degrees Completed Contract to Date		1	1			
	CDA Credentials Completed Contract to Date		0	0			

BA Degrees Completed Contract to Date		0	0		
AA Degrees Completed		1	1		
CDA Credentials Completed		0	0		
BA Degrees Completed		0	0		
AA Credits Completed		23	23		
AA Contracts Completed		1	1		
AA Withdrawn		0	0		
AA Contracts Initiated		0	0		
AA Scholarships Awarded		1	1		
BA Credits Completed		0	0		
BA Contracts Completed		0	0		
BA Withdrawn		0	0		
BA Contracts Initiated		0	0		
BA Scholarships Awarded		0	0		
CDA Scholarships Withdrawn		0	0		
CDA Contracts Initiated		0	0		
CDA Scholarships Currently Awarded		1	1		
Scholars Currently Receiving T.E.A.C.H. Scholarship		1	1		

Curriculum Development-Parent Education

San Carlos Apache Tribe Social Services Department

Program Implementation:

Outreach, Recruitment and Retention Activities

Activity	Target Audience	Frequency of Activity	Number Reached
Interviewing tribal elders	Parents	1 every week	10
Developing curriculum, i.e., templates, lesson plans	Parents	Weekly	many

Successes: In December, Durena Thompson met with Terry Ross and Latoya Beatty. At the meeting Latoya went in depth to discuss the committee's review of the parenting curriculum. A copy of the review is attached. Durena and Jandi are using the recommendations to guide them in developing efficient and effective parenting lessons. They have met a few times so far and have completed the following:

1. Established a structure to include the length and duration of each section of the lesson
2. Established for the facilitator preparation time and materials necessary for successful implementation
3. Included a section in the lesson for parents to apply the skill they are learning about.
4. Discussion of possibly creating an environment where parents can apply their parenting skill
5. Created a template page to utilize across all pages of the lessons
6. Agreed that the facilitators notes should include specific information on traditional parenting but also to include some information from research
7. Recreated a PowerPoint template to reflect the San Carlos Apache Tribe (in progress, to be finalized by the end of this month)
8. Review and re-created the PowerPoint for lesson one (in progress, to be finalized by the end of this month).

9. Lots of discussion on where the parenting curriculum is currently and what we need to do to make improvements.
10. Planning ahead by looking at calendar and creating dates of tasks to be accomplished (Agenda attached).
11. Discussion on submitting appropriate documents to the Tribe to receive updated business licenses.

After each meeting, Durena will email evidence of completed tasks to Latoya and Terry for review and feedback.

Attached are the review, the agendas, and a copy of the template. Durena says that Jandi brings technological skills in creating the documents necessary to make the parenting curriculum look more professional. She is also helpful in providing traditional parenting information and her knowledge of parenting on the White Mountain Reservation. She is an asset to the project.

Staffing: During this second quarter Seth's wife fell ill and he has since devoted all his time to her. He contacted me to let me have Durena Thompson finish the project. Durena has communicated with Jandi Hernandez from Whiteriver Arizona to help her complete the project. They have met regularly this month and communicate via email to ensure the parenting curriculum is completed by June 30, 2015.

Challenges: None at this time.

Collaboration and Communication: Latoya and I have offered to assist Durena by having her submit any completion of tasks to us for review. This way we know what parts of the parenting curriculum is completed. This also allows for them to consider our suggestions and to make the necessary changes when possible.

Support/Additional Information: Durena says that as tasks are completed, feedback from me and Latoya would be most appreciated. It would help guide FTF expectations. The lessons will now require parents to bring their children with them as the lessons will have an embedded parenting skill for the parents to practice while also participating and learning. Also inherently encouraged would be for the facilitator to model parenting behaviors throughout the lessons as opportunities arise



FIRST THINGS FIRST

Ready for School. Set for Life.

AGENDA ITEM: Regional Director's Report

BACKGROUND: The Regional Director will present updates since the last Regular Meeting and on upcoming events.

RECOMMENDATION: The Regional Director is providing this attachment for information purposes only.



FIRST THINGS FIRST

Ready for School. Set for Life.

March 2015 Director's Report

First Things First

San Carlos Apache Regional Partnership Council

General Updates

Regional Council Recruitment

- The philanthropy seat and two at-large seats remain open. Applications are being accepted and can be found at www.azftf.gov/serve

Regional Needs & Assets Report

- The San Carlos Apache Tribe approved the tribal resolution approving the publication and dissemination of the 2014 San Carlos Apache Regional Needs and Assets Report.
- The 2015 San Carlos Apache Regional Needs and Assets Report will be presented to the First Things First State Board at their next meeting for approval.

Gila Regional Director

- Mr. John Taylor is the new Gila Regional Director. His first day with First Things First was February 17. Mr. Taylor will continue to building relationships and make new ones as he is out in the Gila Region.



***San Carlos Apache
Regional
Partnership Council
Regular Meeting***
 ...

April 9th at 10 a.m.
 Education Dept. Conf. Rm.

***San Carlos Apache
Early Childhood
Development &
Health
Collaborative
Meeting***
 ...

March 25th at 10-12 p.m.
 Education Dept. Conf. Rm.



FIRST THINGS FIRST

Ready for School. Set for Life.

AGENDA ITEM: Community Outreach Strategy

BACKGROUND: Community Outreach: This strategy focuses on building awareness, knowledge and action across the San Carlos Apache Region regarding early childhood through community outreach efforts such as: presentations to local organizations and community events; organizing and conducting early childhood focused community meetings; gathering and sharing stories related to the impact of FTF strategies/programs; recruiting and retaining champions for early childhood education and health.

RECOMMENDATION: The Regional Director and Parent Awareness and Community Outreach Coordinator are providing this attachment for information purposes only.



SAN CARLOS APACHE REGIONAL PARTNERSHIP COUNCIL MEETING

SCAT Education Department

March 12, 2015

Parent Awareness & Community Outreach Report

Hello Chair Poncho, Vice Chair Talas and Regional Council. My name is Gilbert Patino and I am the newly hired Parent Awareness & Community Outreach Coordinator for the San Carlos Apache Region. I began working for First Things First on January 29, 2015 and since then, I have been very busy with many activities and learning new concepts and information related to early childhood readiness. As I begin to plan and implement my outreach activities in the San Carlos Apache Region, my work will focus on the following three goals of the FY14-FY16 Statewide Strategic Communications Plan:

1. Raise awareness of, and build public support for, the importance of early childhood.
2. Position First Things First as a recognized and trusted voice in early childhood development.
3. Build awareness of early childhood programs and services, particularly First Things First statewide initiatives and locally supported programs among priority audiences.

Before my employment with First Things First, the previous part-time Outreach Coordinator had made some important contacts within the San Carlos Apache Tribe. Based on these contacts, she was able to conduct some parent awareness and community outreach activities. I have identified a tracking sheet that she had put together and I will be using this sheet as a guide for future contacts and activities and build upon it to conduct and enhance outreach services in the San Carlos Apache Region.

Since my first day, I have been extremely busy participating in various activities, trainings and reviewing trainings guides and manuals. Following is a list of various activities I have been involved with in order to get me better prepared to conduct future parent awareness and community outreach efforts within the San Carlos Apache Region:

Previously attended activities:

- **January 29 & 30:** (Phoenix, AZ), First day of employment. Completed necessary employment paperwork with First Things First Community Outreach Admin. Assistant and Human Resources and gathered all electronic equipment for office use. Met with Rana Simms, Community Outreach Director to review my employment objectives and review the First Things First Community Outreach Training Guide.
- **February 2:** First day at the First Things First Globe Regional Office. Continued to review Training Guide
- **February 5:** Attended the Gila County Home Visitation Coalition Meeting at the Gila County Health Department from 9:00am – 10:00am. Introduced myself and met other coalition members.
- **February 5:** Teleconference with Rana Simms regarding further training details, 2:30pm – 3:30pm.

- **February 6:** Met with Rana Simms in-person at the First Things First Globe Regional Office to review more training details and goals and objectives for community outreach, 10:00am – 2:00pm
- **February 9:** Teleconference with Rana Simms regarding training details, 1:30pm – 2:00pm
- **February 11:** SCAT Breastfeeding Committee Meeting at the SCAT WIC Office from 1:00pm – 2:00pm. Met committee members and information about breastfeeding issues, efforts was shared.
- **February 12:** (Phoenix, AZ), Met with Angela Mussi, Senior Director of Community Outreach and Rana Simms to review the basic First Things First Community Outreach presentation, 1:30pm – 2:30pm. Then participated in the Media Relations Trainings with all State Community Outreach Coordinators at the First Things First Phoenix Office, 2:30pm – 4:30pm.
- **February 13:** (Phoenix, AZ), Monthly Learning Session for all State Community Outreach Coordinators at the First Things First Phoenix Office Board Room from 8:30am – 3:30pm. Topics included:
 - Sharing Circles – What are the challenges for earned media outreach versus traditional media?
 - Site Tour Recap
 - Team Building Activity
 - Employee Engagement Survey Exercise
 - Recognition Program Update
 - Business Meeting
 - Earned Media Update
- **February 17:** (Casa Grande, AZ), Observation of Pinal Grantee Training which included two presentations, *Early Childhood Every Day* and *Write Way*, 10:00am – 2:00pm.
- **February 18:** Participated in the SCAT Healthy Heart Walk sponsored by the SCAT Diabetes Prevention Program by setting up a FTF Informational booth. Provided information about children and healthy hearts and nutrition. Distributed calendars and other incentives, 11:15am – 1:30pm.

Future activities:

- **March 4:** SCAT Education Committee Meeting at Tribal Administration Conference Room, 9:00am – 12:00pm.
- **March 5:** Gila County Home Visitation Coalition, Gila County Health Department, 9:00am – 10:00am.
- **March 5:** (Phoenix, AZ), Monthly Training Session (*Topic to be determined*) for all State Community Outreach Coordinators at the First Things First Phoenix Office Board Room, 2:30pm – 4:30pm.
- **March 6:** (Phoenix, AZ), Monthly Learning Session (*Topics to be determined*) for all State Community Outreach Coordinators at the First Things First Phoenix Office Board Room, 8:30am – 3:30pm.
- **March 6:** (Phoenix, AZ), One-on-one meeting with the First Things First CEO, Sam Leyvas, 3:30pm – 4:00pm.
- **March 9:** (Phoenix, AZ), New Employee Orientation at the First Things First Phoenix Office Board Room, 8:30am – 3:30pm.
- **March 11:** Southern Gila Networking Engagement Team (SGNET) Meeting at 141 N. Hill Street, Globe, AZ, 9:30am – 11:00am.
- **March 12:** San Carlos Apache Regional Partnership Council Meeting at the SCAT Education Department, 10:00am – 12:00pm.

I look forward in providing regular updates regarding my parent awareness and community outreach efforts for the San Carlos Apache Region. Thank you for the opportunity to share this information with you today.