

2026 EDUCATION PLAN

Committee Meeting: First Monday of the scheduled month.

Time: 1:00 pm Central Time

Dates: February 2, May 4, August 3, and November 2

PURPOSE

The Education Committee is responsible for identifying, developing, and maintaining systems and programs for providing the Board of Directors, Association members and AI/AN Head Start and Early Head Start grantees with information and opportunities for training.

ROLES AND RESPONSIBILITIES

1. To serve as the Planning Committee for the Association’s Management Training Conference and other training programs
2. To identify special research projects for supporting resource development
3. To identify training needs of the membership and develop a training plan
4. To oversee the information contained on the Association website
5. To develop resources to assist the membership in operating quality programs

TRAINING OPPORTUNITIES

MANAGEMENT TRAINING CONFERENCE

July 2025: Save the Date (Basic)

October 2025: Conference Planning: theme, agenda, fees, topics, awards/recognitions

November 2025: Save the Date (More info); Call for Proposals (due mid-Jan)

December 2025: Solicit Keynotes, PI Trainers, Welcome; 2024 Hotel Proposals

January 2026: Corporate Vendors/sponsorship; Entertainment/Dancers; Workshop selection & scheduling; Banquet Decorations

February 2026: Presenter Confirmations; Announcement (mid Feb), Online registration; Database

March 2026: Corp Vendor/Native Vendor; Budget; Raffle items

April 2026: Choose bags/Art; Presenter reminder; Staff Travel

May 2026: Signs; Nametags; Participant List; Order bags; Board materials; Shipping; Hotel: AV, Food, BEOs; Reminder email with APP information; Check supply box/update phones; Workshop Eval packets; Setup App; Program

July 2026: Presenter Thank You; Participant Certificates; Vendor Thank You

COSTA MESA, CA

JUNE 15-18, 2026

RESOURCE DEVELOPMENT

WEBSITE RESOURCES

Review and maintain website (see NIHSDA website schedule)..... MONTHLY

TRIBAL LEADER RESOURCE PAGE

Review content and determine additional info needed.....FEBRUARY

OTHER ACTIVITIES

Review and Revise NIHSDA Core Documents	DECEMBER
Examine the Region XI AIAN TTA Data.....	ANNUALLY
Monitoring reports	NOVEMBER
Training Needs Assessment (Collaboration Office & Region XI).....	JANUARY
Examine AIAN ECE Research Data (request update from Region manager)	JANUARY

SAMPLE TEMPLATES

Create storage system for sample documents	JANUARY
Create list of sample documents to request.....	JANUARY
Request sample documents from AIAN programs	FEBRUARY

AIAN HEAD START AWARENESS ACTIVITIES

HEAD START AWARENESS MONTH – OCTOBER

NATIVE AMERICAN HERITAGE MONTH - NOVEMBER

INDIGENOUS PEOPLES DAY – OCTOBER 10

TEACHER APPRECIATION – MAY 1 -MAY 5

NIHSDA Website Schedule

Page: Home

- Sliding banner Weekly
- Front page news Weekly
- Corporate member slider April/As needed
- Locate a Head Start Center *

Page: About NIHSDA

- Mission, Purpose, Principles, Vision, History December
- Bylaws As needed
- Strategic Plan December
- Annual Report June

Page: Board of Directors

- Board Directory, photos, bios Monthly

Page: Board Meeting Minutes

- Minutes 2nd Friday

Page: NIHSDA Zones and Grantees

- Zone map January
- AIAN Grantee List (Jan, Apr, Jul, Oct)

Page: AIAN Centers

- AIAN Center map (ECLKC link) *

Page: Training Conference & Education

- Save the Date (initial) July
- Save the Date (expanded) November
- Call for Proposals November
- Exhibitor Information January
- Sponsorship/Donations January
- Conference Announcement February
- Registration Link February
- Conference Program May

Page: Membership & Resources

- Grantee Membership Benefits (click here for more details) April
- Grantee Membership Invoice (Join or Renew) April
- Associate Membership November
- Corporate Membership November

Page: Member Resources

- Membership Cards June
- AIAN Head Start Directory **Also update in New Director Resources* Monthly
- Listserv Archives Auto
- AIANPB and TTA Directory **Also update in New Director Resources* Jan, April, July, Oct
- NIHSDA Update Monthly (Wed after Bd Meeting)
- AIAN HS Program Shared Files Monthly

Page: Newsletters

- Newsletter link Feb, May, Aug, Nov

Page: Board Resources

- Orientation Sep
- Operations Manual Mar, Sep
- Board Information Packet Sep
- Strategic Plan Mar, Jun, Sep, Dec
- Partnership Meeting Report N/A

- Board Meeting and Operations Calendar Dec
- Board Directory Feb, May, Aug, Oct
- Board Contract Oct

Page: Committees

- Committee Assignments Oct
- Committee Meeting Calendar Dec
- Committee Roles and Responsibilities Dec
- Committee Plans Oct

Page: Director Resources

Mar, June, Sep, Dec

- ECLKC website *
- State Collaboration Office *
- State Transportation *
- OHS Monitoring Process *
- Fiscal Management *
- Organizational Leadership *
- Head Start Act *
- Head Start Program Performance Standards *
- Timeframes Required in HSPPS *
- Uniform Guidance IM *
- Uniform Guidance FAQ *
- Program Instructions *
- Information Memorandums *
- Caring For Our Children Basics *
- Head Start Early Learning Outcomes Framework *
- Parent, Family, and Community Engagement Interactive Framework *
- PIR *
- Financial Reporting *
- Head Start A to Z *
- Head Start Enterprise System *

Page: Training Consultants

- Consultant List Update As Needed/Purge in April

Page: Partner Websites and Useful Links

- Websites August
- Corporate Logo Links April/As Needed

Page: Grantee Spotlight

- Grantee Spotlight Monthly (middle)

Page: Advocacy

- Info text December
- Talking Points February
- Legislative Agenda February
- Advocacy Toolkit February
- AIAN Child Advocacy Fund
- Locate Elected Officials (link) March, June, Sep, Dec
- Head Start Indian Specific Provisions As needed
- OHS Tribal Consultations (link) March, June, Sep, Dec
- Congress Days in Sessions (link) March, June, Sep, Dec

Page: Tribal Leader Resources

- ECLKC website *
- Head Start Act *

- Head Start Program Performance Standards *
 - Tribal Specific Language As needed
 - DHHS *
 - ACF *
 - OHS *
 - Program Governance As needed
 - School Readiness As needed
 - AIAN Head Start As needed
 - Talking Points February
 - Legislative Agenda February
 - AIAN Child Advocacy Fund As needed
- Page: Donate**
- AIAN Child Advocacy Fund As needed

***Check links quarterly (March, June, September, December)**