2022 EDUCATION PLAN

Committee Meeting: First Monday of the scheduled month.
Time: 1:00 pm
Dates: February 7, May 2, August 1, and November 7

TRAINING OPPORTUNITIES

MANAGEMENT TRAINING CONFERENCE

July 2021: Save the Date (Basic)
October 2021: Conference Planning: theme, agenda, fees, topics, awards/recognitions
November 2021: Save the Date (More info); Call for Proposals (due mid-Jan)
December 2021: Solicit Keynotes, PI Trainers, Welcome; 2022 Hotel Proposals
January 2022: Corporate Vendors/sponsorship; Entertainment/Dancers; Workshop selection & scheduling; Banquet Decorations
February 2022: Presenter Confirmations; Announcement (mid Feb), Online registration; Database
March 2022: Corp Vendor/Native Vendor; Budget; Raffle items
April 2022: Choose bags/Art; Presenter reminder; Staff Travel
May 2022: 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 2022: Presenter Thank You; Participant Certificates; Vendor Thank You

PORTLAND, OR   JUNE 27-30, 2022

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
Training Needs Assessment .... JANUARY
Examine AIAN ECE Research Data (request update from Region manager) ....JANUARY

SUCCESSION PLANNING TOOLKIT

Gather existing succession planning resources .... JANUARY
Contract with consultant to review resources and develop outline for toolkit ....FEBRUARY
Disseminate toolkit ....NOVEMBER

AIAN PICTURE PROJECT

Determine scope of project .... SEPTEMBER
Develop project implementation .... OCTOBER

AIAN HEAD START AWARENESS ACTIVITIES

HEAD START AWARENESS MONTH – OCTOBER

NATIVE AMERICAN HERITAGE MONTH - NOVEMBER

INDIGENOUS PEOPLES DAY – OCTOBER 10

TEACHER APPRECIATION

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)