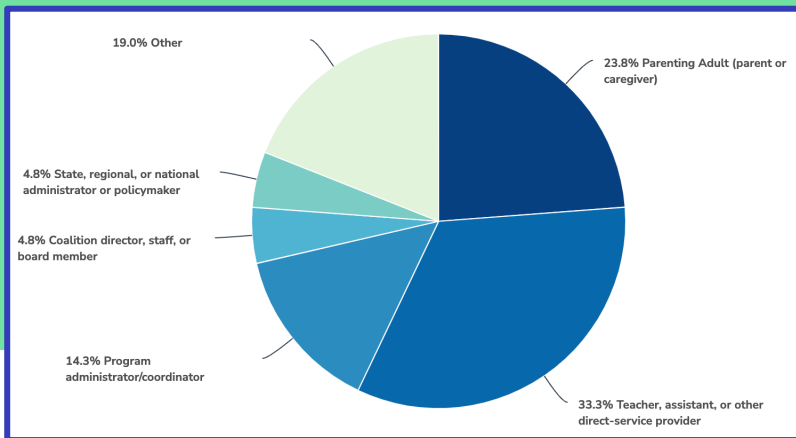


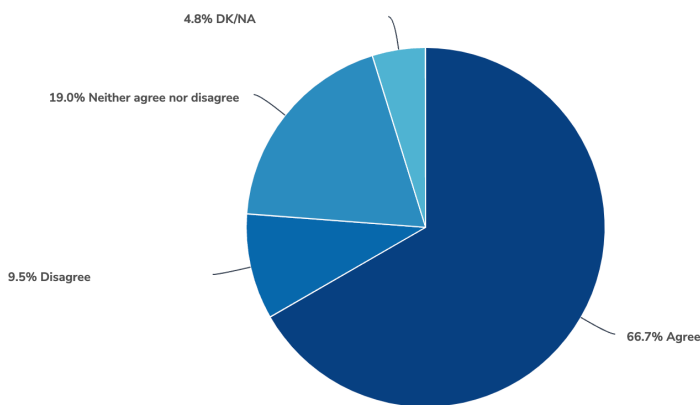
2023 Regional Family Leadership Summit

Participant Evaluation Report

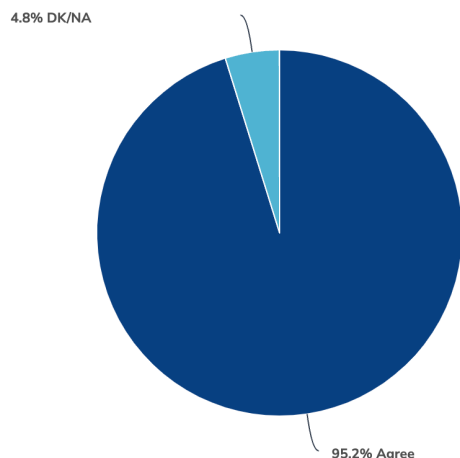
What is your primary role or position?



I am satisfied with the networking opportunities provided.



The activities helped me understand and engage with the concepts presented.



Describe the specific action you plan to take based on what you learned.

- Take information back to provider and community
- Very engaging and thought-provoking seminars. I learned a lot.
- Taking services available to families to our campus.
- The information will inform my personal strategies with kiddos and professional strategies in my work.
- I plan on focusing on my strengths and fostering an environment where every person I come in contact with knows their worth and value. I want to help our community reduce the impact of adverse childhood experiences and educating myself more about emotional intelligence.
- I will use the information gained today to better support the families we serve.
- My action is sharing the information with my Parent Laison's from Cook's Children and Help me Grow. It has been very helpful and beneficial to give to parents, who are unaware of the resources available.
- I plan to take the things I've learned and share appropriately with the parents and families I come in contact with. Especially those whom children I teach. It brought a renewed awareness of things families may be experiencing yet they may feel alone. Not knowing or realize there are several resources available to help them. Look forward to sharing!
- Finding more opportunities to engage families in their children's developmental journey
- I will use what I learned in the classroom!
- I plan to learn more about the ACEs.

Summit Highlights

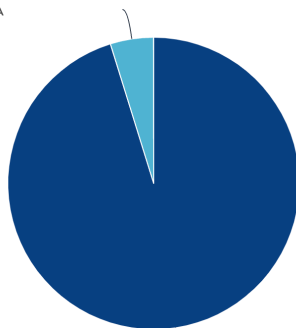
- 32 adults and 10 children attended the Summit
- Live interpretation and translation provided
- All presentations were in both English and Spanish
- Child care provided
- Meals and snacks provided



2023 Regional Family Leadership Summit Planning Committee

The facilitators were knowledgeable about the subject matter.

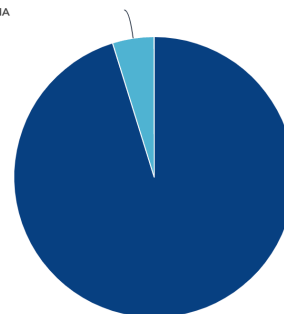
4.8% DK/NA



95.2% Agree

The facilitators offered useful and practical suggestions to support each session.

4.8% DK/NA



95.2% Agree

I loved all the presenters chosen. They were very impactful.

I'm excited to share it with friends and colleagues to have more people attend.

I loved the breakouts!

I liked that attendees could choose the sessions or activities that resonated the most with them.

I enjoyed the fun and interaction.

The information provided new and innovative ways to reach out and connect with families in a number of ways.

2023 Regional Family Leadership Summit
CONNECT...LEARN...TAKE ACTION

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SPEAKERS



Johnathane Gaffney, M.Ed.
CEO
CG Consulting
**keynote speaker*



Jammie Joshephson
Program Manager
The Center for Children's Health
led by Cook Children's
**keynote speaker*



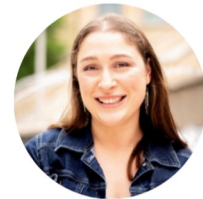
Frances Wampler, MA, LSSGB
Program Coordinator
The Center for Children's Health
led by Cook Children's
**keynote speaker*



Erin Fogarty, M.S., CTRS
Community Outreach Coordinator
Texas A&M



Esmeralda Rios, B.S., CHES
Community Educational Specialist
The Women's Center of Tarrant County



Faith Rivera, M.Ed.
Child & Family Services Project
Coordinator
MHMR of Tarrant Co.



Lorena Vargas
Multilingual Program Specialist
Birdville ISD



Anne Ware, Ph.D.
Data Consultant
Early Learning Alliance & Help Me Grow NTX



Erin Wilson, Ph.D.
Principal Consultant
Design Ideal Consulting

2024 Regional Family Leadership Summit

Areas of Opportunity

- More time to for families to connect and network
- More Language Justice Practices
 - Have one Spanish Speaking Presenter
 - Add ASL Interpretation
- Fewer session options or have repeating sessions
- More upfront planning and communication about translation and interpretation with presenters
- Larger reach to invite families
 - Collaborate more within our own organizations
 - Collaborate with ISD's Early Learning Programs

Goals

- Recruit and retain 75 families to attend the Summit (150% increase from 2023)
- Host 4 local organizations as exhibitors (300% increase from 2023)



Best Practices

General

- If doing a free event again, consider raising the cap of attendees to higher than your limit operating under the assumption that 30% of registered attendees are likely not to show day of (so if the cap is 75 folks make the registration for 100).
- Keep expectations and outcomes (of both partners' and funders') at the forefront of planning because this will inform everything. Not doing so will provide uncertainty and a delay to the timeline.
- Be very specific about deliverables. If someone is in charge of interpretation, does that mean they pay for it? Coordinate it? Troubleshoot all problems? All of this? None of this?
 - Develop spreadsheet of roles and responsibilities early on
- Partners' develop a task list of all action steps - no matter if big or small

Planning Committee

- Continue utilizing parents to plan and compensate accordingly.
- If time/capacity allows, call attendees to confirm a day or two before the event.
- Provide listed expectations and define roles (i.e. what's a facilitator and what do they do?) at the orientation meetings.

Language Justice

- Keep in mind, the value of interpretation services
- Track all meetings and needed services.
- Include Interpretation/Translation vendor in brainstorming conversations about the event
- Have a Language Justice meeting with speakers and recording platform weeks out from the event
- Budget for a 1 day technology run through (troubleshooting) including all interpreters

Speakers

- Allow more time for translating materials and give more info to speakers earlier on around this.
- Allow time for content review from the planning committee, translations, and then speaker edits.
- Put speaker stipend amount on call for proposals
- Call for proposals are a good best practice and a way to triage content.
- Provide an additional way for speakers to give feedback other than than the general feedback form.

Childcare

- Confirm an accurate amount of kiddos so you don't overpay for teachers of kids and attendees don't show. (Can be done by calling attendees).

Payments

- Gift cards are easiest but confirm the amount before ordering (some speakers told us day of they couldn't take the payment, etc). Also order online to avoid fraud. We used Pre Paid Visa.

Budget

- Establish a clear and itemized budget before the planning begins.
- Budget accordingly for translation services.

Any applicable links:

[Planning Folder](#)

[Planning Spreadsheet](#)

- Includes some Planning Roles

Planning Committee Nomination Flyer - English (This was not translated because Rebecca and I personally reached out to Gaby.)

[Save the Date - English and Spanish](#)

[Flyer - English and Spanish](#)

[Meet Our Speakers - English and Spanish](#)

[Name Badges](#)

[Summit Slide Deck Template](#)

[Feedback Form - English](#) and [Spanish](#)

NOTE: When in Canva, you can access the templates by clicking on the “Projects” tab on the left hand side of the screen. Then, click the tab “Templates from NCFL”. You may need to scroll to the “Owner” dropdown option and change it to **Brittany Chimento** or “All”.

Anything in Canva from NCFL has the word TEMPLATE (example: TEMPLATE_Meet Our Speakers) at the beginning of the file name and the access permission is set to anyone on ELA's team can edit. Anyone who needs to edit in the future should be added to that team.

Successes

Cohesive and enjoyable team

A lot of good information was shared from speakers

Venue - accessible and affordable location, set-up and clean-up at event

Nearby hotel with last-minute printing access

Diverse speakers with various backgrounds

Personal opportunities to network with attending partners

Partners banding together and pulling off a one-of-a-kind event! (blog coming from HMGNational)

Marketing of event through various avenues

Received parent voice through focus group (potentially advertise focus group with more personal incentive to attend)

Areas for Development

Need larger reach

More opportunities to network with other attendees - icebreaker activity to get to know each other more

Potentially have less speakers to include having a session on the power of and tips for networking — keep in mind all language needs!