

## **HS/EHS POLICY COUNCIL MEETING**

January 24, 2023

P.C. Members present: Macy Cross, Paul Daggett, and Stephanie Stempien.

P.C. Members present via Zoom: Jenna Austin, Katie Bolan, Angel Everett, Katelynn Fees, Natasha Foster, Jamie Gonzalez, Chelsea Meier, Leslie Mendoza-Sanchez, and Amber Peplinski.

Staff present: Tonya Weber, HS/EHS Director, Chad Jensen, CEO, Pam Stanzyk, HS/EHS Office Coordinator, and Eugene Meiners, New Opportunities Board President.

Amber Peplinski called the meeting to order at 6:01 p.m.

### **Roll Call**

### **Financial Reports**

The following financial reports were reviewed with the Policy Council:

- 1) CH Grant – HS/EHS November and December 2022
- 2) CRRSA/ARP November and December 2022
- 3) All Credit/charge card activity for November and December 2022

There was a general discussion of various line items. It was noted that Head Start/Early Head Start for Program Year 2021-2022 is 100% through the program year, ending November 30, 2022. The 2022-2023 Program Year is 8% through the program year (07CH010517) and 5% expended. December Non-federal is 6%. December CRRSA/ARP (HE Grant) March 2021 through March 2023, needs to be expended by end of March. A motion was made by Paul Daggett to accept the financial reports as presented. Macy Cross seconded. Motion carried.

### **Policy Council Minutes**

December 6, 2022, minutes were reviewed. Paul Daggett motioned to approve the minutes as read. Macy Cross seconded. Motion carried.

### **Program Report**

Tonya summarized the following items on the November and December 2022 Program Report:

- Enrollment and Attendance
- Education & Disabilities
- Communication
- Staff Openings
- Volunteer/Parent Involvement
- In-Kind
- Child Abuse and Mandatory Reporting
- CACFP Reimbursement
- Health

### **Health & Safety**

Staff completes weekly and monthly checks. There were no corrected or uncorrected reports.

### **NOI Board Minutes**

December 8, 2022, minutes were shared. There were no questions or concerns.

### **Committee Reports**

School Readiness (Fall checkpoints) were reviewed for Head Start, Early Head Start Center-based, and Early Head Start Home-based. Fall, Winter, Spring Checkpoints provide developmental comparisons. Winter checkpoints is due February.

### **IM/PI Alerts**

ACF-PI-HS-23-01: Supplementary Information on Establishing an Evidence-based COVID-19 Mitigation Policy was shared. Tonya and Health team met today to work on policy. Policy will need Policy Council approval.

### **Program Goals**

Strategic Plan is a 5-year plan. Goals and objectives were shared.

Self-Assessment goals and objectives were shared. The process for the 2023-2024 Program Year will begin tomorrow, January 25, 2023.

### **Community Needs Assessment**

Tonya presented the 2022 Head Start Community Needs Assessment Update. Items highlighted were:

- Poverty Status
- Percentage of Children in Poverty Receiving Head Start Services
- County Unemployment Rates
- Child Care Availability
- Preschool Enrollment

### **Governance and Leadership Capacity Screener**

Tonya reviewed Governance and Leadership with Policy Council members.

### **2023-2024 Recruitment Kick-Off**

Recruitment meeting with Family Advocates and Home-Based Educators is February 9, 2023.

### **Federal Mileage Rate**

Mileage reimbursement rate increased to 65.5 cents effective January 1, 2023.

Next Policy Council Meeting – February 21, 2023 – 6:00 PM

Paul Daggett motioned to adjourn at 7:10 PM. Stephanie Stempien seconded. Motion carried.