

HS/EHS POLICY COUNCIL MEETING

September 26th, 2023

P.C. Members present via Zoom: Angel Everett, Amber Peplinski, Elizabeth Heckenberg, Jenna Austin, Jamie Gonzalez, Sandra Hernandez, Jauna Sanchez, Katie Bolan, and Heidi Crouse.

Staff present: Tonya Weber, HS/EHS Director, Sheri Mertz, CFO, and Kara Montgomery, HS/EHS Office Coordinator.

Amber Peplinski called the meeting to order at 6:03 p.m.

Roll Call

Financial Reports

The following financial reports were reviewed with the Policy Council:

- 1) CH Grant – HS/EHS July and August 2023
- 2) CH Grant – No Cost Extension. General review of what projects will be completed with these funds.
- 3) All credit/charge card activity for all grants.

There was a general discussion of various line items. It was noted as of August 2023 we are 75% through the program year and 59% expended.

A motion was made by Jamie Gonzalez to accept the financial reports as presented. Katie Bolan seconded. Motion carried.

Policy Council Minutes

August 8, 2022, minutes were reviewed. Heidi Crouse motioned to approve the minutes as read. Jamie Gonzalez seconded. Motion carried.

Program Report

Tonya summarized the following items on the July and August 2023 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 complete weekly and monthly checks. There were no new reports.

NOI Board Minutes

August 10, 2023, minutes were shared. There were no questions or concerns.

Committee Reports

Early Head Start Home-Based and Center-Based School Readiness GOLD checkpoint data for Summer was shared by Tonya.

IM/PI Alerts

No new IM's or PI's.

Garage – Year 1 – 07CH012197 Budget Revision

Tonya requested permission to submit a budget revision moving funds from mainly EHS wages and fringe to the construction category. These categories are underspent due to vacant positions and self-funding of SUTA. A motion was made by Jamie Gonzalez and seconded by Katie Bolan to approve the budget revision for the garage project to year 1 of the 07CH012197 grant award and the use of funds for initial expenses. Motion carried.

2022-2023 Program Information Report (PIR)

Tonya presented the Head Start, Early Head Start Home Based, and Early Head Start Center Based PIR.

Next Policy Council Meeting

October 17th, 2023 – 6:00 p.m.

Jamie Gonzalez motioned to adjourn at 6:39 p.m. Heidi Crouse seconded. Motion carried.