

HS/EHS POLICY COUNCIL MEETING

December 7, 2021

P.C. Members present: Lisa Wiederien.

P.C. Members present via Zoom: Mandy Anderson, Jenna Austin, Heidi Crouse, Enrique Cruz-Garcia, Elizabeth Heckenberg, Amber Peplinski, and Natasha Warnke.

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

Amber Peplinski called the meeting to order at 6:09 p.m.

Roll Call

Financial Reports

The following financial reports were reviewed with the Policy Council:

- 1) HS/EHS October 2021
- 2) EHS Center Based October 2021
- 3) CRRSA/ARP October 2021
- 4) All Credit/charge card activity for October 2021

There was a general discussion of various line items. It was noted that Head Start/Early Head Start is 92% through the program year (07CH010517). EHS Center Based is 67% through program year (07HP000122). It was noted Head Start and Early Head Start CARES is fully expended.

A motion was made by Enrique Cruz-Garcia and seconded by Tasha Warnke to accept the reports as presented. Motion carried.

Policy Council Minutes

October 26, 2021, minutes were reviewed. Enrique Cruz-Garcia motioned to approve the minutes as read. Tasha Warnke seconded. Motion carried.

Program Report

Tonya summarized the following items on the October 2021 Program Report:

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

Staff continues to work on increasing enrollment. The Waiver for in-kind was received.

Health & Safety

Staff completes weekly and monthly checks. Corrected reports were shared. There were no new uncorrected reports.

NOI Board Minutes

October 28, 2021, minutes were shared. There were no questions or concerns.

Committee Reports

There is nothing to report.

IM/PI Alerts

There are no new IM's or PI's to share.

EHS CB Grant Updates

Continuation Grant was approved last meeting. The submitted budget justification was shared. The amount of food costs was higher than originally anticipated. A waiver for EHS CB non-federal was submitted.

COVID-19 Vaccination Incentive Policy

Tonya reviewed the new COVID-19 Vaccination Incentive Policy with Policy Council members and requested approval of the intent of the policy. Tasha Warnke motioned to approve the COVID-19 Vaccination Incentive Policy. Elizabeth Heckenberg seconded. Motion carried.

COVID-19 Vaccination Policy

Tonya reviewed the new COVID-19 Vaccination Policy with Policy Council members. Head Start is mandated to be vaccinated and wear face coverings. Approval of the intent of the policy was requested. Tasha Warnke motioned to approve the COVID-19 Vaccination Policy. Heidi Crouse seconded. Motion carried.

EHS Center Based Training & Technical Assistance Plan

Tonya reviewed the T/TA Plan with Policy Council members.

Tasha Warnke motioned to approve the T/TA Plan. Heidi Crouse seconded. Motion carried.

HS/EHS Selection Criteria

Tonya reviewed the Selection Criteria with Policy Council members. Applications are prioritized by point value. There were no changes to the selection criteria from the past year.

Heidi Crouse motioned to approve the HS/EHS Selection Criteria. Tasha Warnke seconded. Motion carried.

Policy 205 Admission and Exclusion – Revised

Tonya reviewed minor changes to Policy 205 with Policy Council members.

Mandy Anderson motioned to approve the changes to Policy 205. Tasha Warnke seconded. Motion carried.

Approval of Community Representatives

Tonya requested approval for Emily Bailey and Heidi Crouse to serve as Community Representatives.

Tasha Warnke motioned to approve Emily Bailey and Heidi Crouse as Community Representatives.

Elizabeth Heckenberg seconded. Motion carried.

Policy Council Schedule Survey Results

Survey results were shared. Policy Council meetings will continue to be held on the last Tuesday each month at 6:00 PM.

Policy Council 101

Tonya presented training which included Head Start Performance Standards and Policy Council Responsibilities.

Tasha Warnke motioned to adjourn at 7:20. Mandy Anderson seconded. Motion carried.

Next Policy Council Meeting – January 25, 2022 – 6:00 PM