

## HS/EHS POLICY COUNCIL MEETING

May 24, 2022

P.C. Members present: Megan Wordekemper.

P.C. Members present via Zoom: Jenna Austin, Emily Bailey, Heidi Crouse, Will Hoepfner, Amber Peplinski, and Lindsey Shriver.

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

Amber Peplinski called the meeting to order at 6:07 p.m.

### Roll Call

### Financial Reports

The following financial reports were reviewed with the Policy Council:

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

There was a general discussion of various line items. It was noted that Head Start/Early Head Start is 41% through the program year (07CH010517). CRRSA/ARP (HE Grant) March 2021 through March 2023. A motion was made by Lindsey Shriver to accept the financial reports as presented. Jenna Austin seconded. Motion carried.

### Policy Council Minutes

April 26, 2022, minutes were reviewed. Megan Wordekemper motioned to approve the minutes as read. Lindsey Shriver seconded. Motion carried.

### Program Report

Tonya summarized the following items on the April 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. Corrected reports were shared. There were no new uncorrected reports.

### NOI Board Minutes

April 28, 2022, 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.

### **2021-2022 HS/EHS Parent Evaluation Results**

Tonya reviewed the Parent Evaluation results with Policy Council. It was noted that overall, parents are satisfied with their child's experience in the Head Start/Early Head Start program. Also noted, 90% responded they would prefer a full day, 5 days per week program.

### **Early Head Start – HP Grant – No-Cost Extension – Follow Up**

Approval was received for the no-cost extension request.

### **Head Start – CH Grant – Carryover Request – Follow Up**

Sheri and Tonya are continuing to work on the carryover request; costs are coming in a little higher than expected. It is estimated that project costs will be between \$200,000 and \$300,000. The carryover will be submitted in the next couple weeks.

### **Head Start/Early Head Start COLA & QI**

Tonya requested approval to submit the Supplemental COLA and Quality Improvement Funding Application and Budget Narrative for Grant No. 07CH010517. The COLA/QI supports a 2.28% increase for the full grant, totaling \$124,628. Tonya also requested permission to submit a waiver for the \$31,156 non-federal match for the COLA/QI funding allocation.

Heidi Crouse motioned to approve the COLA & QI Application. Lindsey Shriver seconded. Motion carried.

### **Program Goals**

Strategic Plan goals and objectives for 2018-2022 were reviewed. Staff will begin working on the 2022-2026 Strategic Plan June 1, 2022.

### **District Agreements**

Tonya is working on School District Agreements and will be sending them out soon.

### **Transportation Waiver**

The annual Transportation Waiver was presented for school district provided transportation in Audubon, Coon Rapids, Jefferson, Panorama, Perry, Rockwell City, Lake City, Carroll, Sac and Schaller. Lindsey Shriver motioned to approve submitting the Transportation Waiver. Megan Wordekemper seconded. Motion carried.

### **HS/EHS Leadership Survey Results**

The Leadership Survey is completed annually. Survey results were shared with policy council.

Next Policy Council Meeting – August 9, 2022 – 6:00 PM

Heidi Crouse motioned to adjourn at 6:48 PM. Megan Wordekemper seconded. Motion carried.