

HS/EHS POLICY COUNCIL MEETING

January 28, 2020

P.C. Members present: Heather Brady, Amanda Gay, Zack Gay, Kenya Gonzalez, Amber Liechti, Caitlin Mateer, and Eugene Meiners, NOI Board President.

Staff present: Tonya Weber, HS/EHS Director, Chad Jensen, CEO, and Pam Stanzyk, HS/EHS Office Coordinator.

Caitlin Mateer called the meeting to order at 6:00 p.m.

Roll Call

Financial Reports

Tonya presented the Head Start/Early Head Start Summary and Financial Report for December 2018 through November 2019 and December 2019. There was a general discussion of various line items. It was noted that Non-Federal for 2018-2019, exceeded the requirement by \$9,039.45. The new program year (2019-2020) is 8% through the budget year and 5% expended. All HS/EHS credit card activity was reviewed for November and December 2019.

Tonya presented the Early Head Start Center-Based Summary and Financial Report March 2019 through November 2019 and December 2019. There was a general discussion of various line items.

Heather Brady motioned to accept the HS/EHS Financial Report ending November 30, 2019, and December 31, 2019, the EHS Center-Based Financial Report ending November 30, 2019 and EHS Center-Based December 31, 2019. Zack Gay seconded. Motion carried.

Policy Council Minutes

December 10, 2019, minutes were read. Heather Brady motioned to approve the minutes as read. Zack Gay seconded. Motion carried.

Program Report

Tonya summarized the following items on the November and December 2019. Head Start/Early Head Start Program Report: HS/EHS Enrollment and Attendance; HS/EHS Education & Disabilities; Communication; Professional Development; Volunteer/Parent Involvement; In-Kind; Staff Openings; Child Abuse and Mandatory Reporting; CACFP Reimbursement; and Health. The Carroll Lead Teacher position was recently filled; she will start employment in February.

Health & Safety

There were no corrected or uncorrected reports to review.

NOI Board Minutes

December 12, 2019, minutes were shared. There were no questions or concerns.

Committee Reports

Head Start and Early Head Start School Readiness Goals Data Report (base-line data) for the Fall was reviewed. Checkpoints are the months of November, February, and May.

IM/PI Alerts

ACF-PI-HS-19-02: Administrative Simplification for Consolidating Head Start Grants and ACF-IM-HS-20-01: Inclusion of Children with Disabilities was reviewed.

Program Goals

Self-Assessment: 2019-2020 Goals and Objectives were reviewed.

Strategic Plan: 2018-2022 Goals and Objectives were reviewed. The Strategic Plan is a 5 year plan.

EHS Center-Based – Update

There is nothing new to report; continuing to look at option to purchase the Carroll building and waiting on official approval for the Perry site. The first grant year ends February 29, 2020.

Focus Area 2 Federal Monitor Review

Notification has been received that the Federal Monitoring Review will be the week of March 9, 2020.

Tonya will contact some policy council members to participate in the interview with Federal Reviewers.

2020-2021 HS/EHS Selection Criteria

Tonya explained the Selection Criteria process. There are no changes to the Head Start Selection Criteria. Points were added to the EHS Selection Criteria for Center-Based Option only for families with at least one parent working or attending school.

Zack Gay motioned to approve the 2020-2021 Head Start and Early Head Start Selection Criteria. Amber Liechti seconded. Motion carried.

Eligibility Training

Tonya presented Eligibility training to policy council members.

2020-2021 Recruitment Kick-off

Recruitment for the 2020-2021 Program Year will begin tomorrow, January 29, 2020.

Federal Mileage Rate

Effective January 1, 2020, the Federal Mileage Reimbursement Rate is 57.5 cents per mile.

Next Policy Council Meeting – February 25, 2020 – 6:00 PM

Heather Brady motioned to adjourn at 7:00 PM. Zack Gay seconded. Motion carried.