

HS/EHS POLICY COUNCIL MEETING

September 25, 2018

P.C. Members present: Joan Kidney, Tiffany Biggs, Cindy Greteman, Caitlin Mateer, and Eugene Meiners, NOI Board President.

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

Gene Meiners called the meeting to order at 6:12 p.m.

Roll Call

Financial Reports

Tonya presented the Head Start/Early Head Start Summary and Financial Report for December 2017 through July 2018 and August 2018. There was a general discussion of various line items. August is 75% through the budget year and 65% expended. Have met 75% of the required non-federal. All HS/EHS credit card activity was reviewed for July and August 2018.

Joan Kidney motioned to accept the Financial Report ending July 31 and August 31, 2018. Cindy Greteman seconded. Motion carried.

Policy Council Minutes

August 14, 2018, minutes were read. It was noted that the HS/EHS Continuation Grant was reviewed and submitted.

Cindy Greteman motioned to approve the minutes as read. Tiffany Biggs seconded. Motion carried.

Program Report

Tonya summarized the following items on the July and August 2018 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.

Discussion was held on barriers for more consistent enrollment numbers.

Health & Safety

There were no corrected or uncorrected reports to review.

NOI Board Minutes

August 9, 2018 minutes were shared. There were no questions or concerns.

Committee Reports

There are no committee reports to present at this time.

Staff Updates

Kelsie Hoffman was hired 9/19/18 as the HS/EHS Health Assistant.

IM/PI Alerts

ACF-PI-HS-18-05: Supplemental Funds Available to Increase Program Hours in Head Start and Early Head Start was reviewed. Discussion took place regarding potential opportunities to increase program hours.

Waivers – Update

The transportation waiver and the locally designed option request (formerly known as an enrollment waiver) was approved and received.

PIR

The Head Start and Early Head Start Program Information Report (PIR) was reviewed.

EHS 2018-2019 Selection Criteria – Revision

Points for Homeless, FIP/SSI, and Income Eligible were added to the Pregnant Moms Selection Criteria. Tiffany Biggs motioned to approve the revision to the EHS Selection Criteria for Pregnant Moms. Cindy Greteman seconded. Motion carried.

Community Needs Assessment

Tonya presented the Community Needs Assessment. The availability of HS/EHS to children 0-5 in poverty, the increases in dual language learners, and child care availability were discussed.

Parent Leadership Conference

The Iowa Head Start Association Parent Leadership Institute is November 10, 2018. Parents are encouraged to attend. If interested, contact Tonya.

Next Policy Council Meeting – October 23, 2018 – 6:00 PM

Joan Kidney motioned to adjourn at 7:06 PM. Tiffany Biggs seconded. Motion carried.