

HS/EHS POLICY COUNCIL MEETING

April 30, 2019

P.C. Members present: Caitlin Mateer, Jamie Gonzalez, Beckie Roberts, Roy Wagner, and Eugene Meiners, NOI Board President.

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

Caitlin Mateer called the meeting to order at 6:02 p.m.

Roll Call

Financial Reports

Tonya presented the Head Start/Early Head Start Summary and Financial Report for December 2018 through March 2019. There was a general discussion of various line items. It was noted that the program is 33% through the budget year and 31% expended. Non-federal is 40% expended. All HS/EHS credit card activity was reviewed for March 2019.

Roy Wagner motioned to accept the Financial Report ending March 31, 2019. Beckie Roberts seconded. Motion carried.

Policy Council Minutes

March 26, 2019, minutes were read. Beckie Roberts motioned to approve the minutes as read. Roy Wagner seconded. Motion carried.

Program Report

Tonya summarized the following items on the March 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.

Staff updates: Neida Pinon hired 3/11/19 as Waukee Program Aide. Dominique Rehm, Sac Program Aide, resigned 3/15/19.

10% Disabilities requirement has been met for the Program Year for both Head Start and Early Head Start.

Health & Safety

There were no corrected or uncorrected reports to review.

NOI Board Minutes

March 28, 2019, minutes were shared. There were no questions or concerns.

Committee Reports

Self-Assessment is in progress. Caitlin completed her Health & Safety Screener and returned to Tonya.

Program Goals

Self-Assessment and Strategic Planning Goals were reviewed with Policy Council members.

IM/PI Alerts

There were no new IM's or PI's to review.

HS Duration Grant

Tonya met with school districts. Hours will increase for existing staff.

EHS Expansion Grant

Architect interviews are being held.

2018-2019 HS/EHS Parent Evaluation – Follow Up

Parent Evaluation results were reviewed with Policy Council members.

Next Policy Council Meeting – May 28, 2019 – 6:00 PM

Roy Wagner motioned to adjourn at 6:45 PM Beckie Roberts seconded. Motion carried.