Policy Council Meeting

9-26-23

Submitted by: Kerry Mehling and Kathrine Walker

**Members Prese**nt: Laura Morehead, Tiah Alvizar, Kathrine Walker, Shayna Hudson, Madison Koch

**Staff Present**: Lauren Starke, Kerry Mehling, Joan DeWitt

**Board Members Present:** Diane Coon

Policy Council Meeting called to order by Laura Morehead at 6:14p.m. New member introductions were made. Members reviewed the minutes from the August meeting. **Kathrine Walker moved to approve the August minutes. Shayna Hudson seconded the motion. There was not a quorum at this meeting. *Recommendation by members in attendance to approve and to attempt to gather email votes to approve and avoid carrying into new group/training in October.***

***Email vote for approval received from Kianna Ybarra – 9-28-23***

***August Policy Council Minutes approved via recommendation from members present at meeting and additional email vote to make a quorum. Motion Carried.***

**Director Report:**

All members received copy of the Director’s report. Kerry Mehling discussed the report. Screenings, beginning of the year activities and data entry are in process. Behavioral health observations have begun and family engagement events are starting with the first priority being elections of the new Policy Council group for the 2023-2024 school year. EHS is fully enrolled. The program is currently still working with a few public school partnerships to reach full enrollment in the HS classrooms. Attendance is on track although there has been some illness in the centers at the start of the year.

Discussion took place about the possibility of a government shutdown in the next week. The program has received information about the possibilities of interrupted contact with Region 7 specialists and support staff at the administrative level, but that employment of staff and services provided to children and families will continue as normal.

**Finance Report:**

All members received a copy of the Finance Report. Lauren Starke, Fiscal Officer, presented the reports. This report reflects the recent COLA and Quality Improvement funding increases in staff salaries along with the retroactive pay each staff member received to the beginning of the grant period, April 1st. Laura Morehead **moved to approve the finance report. Tiah Alivzar seconded the motion. There was not a quorum at this meeting. *Recommendation by members in attendance to approve and to attempt to gather email votes to approve and avoid carrying into new group/training in October.***

***Email vote for approval received from Kianna Ybarra – 9-28-23***

***Finance Reports approved via recommendation from members present at meeting and additional email vote to make a quorum. Motion Carried.***

**Board Report:**

Presented by Diane Coon. Notice of federal monitoring review was discussed for the Head Start Program.

**Old Business:**

Families are starting to receive feedback from the family engagement app Tadpoles. There are some glitches in time settings for some families, but overall parents are enjoying the communication. ***\*\*Note, is this tied to the Teaching Strategies Family App?\*\****

**New Business:**

**Focus Area 2 Federal Monitoring Review:** The program has received their 45-day notice for the upcoming Focus Area 2 Monitoring Review. It will take place the week of October 30th. Members reviewed the “At a Glance FY24 FA2: Monitoring Event Guides. Policy Council members in attendance agreed to participate in the Family/Parent and Policy Council discussion scheduled for **Wednesday, November 1st. *Confirmation of time and location will be communicated to members but this is tentatively set for:***

* ***Family/Parent Discussion: 1:00-1:45pm***
* ***Policy Council Discussion: 2:00-2:30pm***

**October Policy Council Training & Meeting/Center Elections:** The October Program Governance Training and Meeting is scheduled for: Tuesday, October 24th from 4pm to 8pm. Centers deadline is Friday September 30th to have names and contact info into Kerry for new 2023-2024 representatives. Discussion occurred on how to best facilitate a meaningful training for new members.

**Continuation Grant (Due December 2023):**

The program is not expecting any major service changes for the upcoming grant. Feedback and ideas for service improvement are welcome and important to gather during the next few months. The continuation grant is due in December 2023. No current discussion or input on grant changes at this time.

**Employment Openings** - Agency-wide employment openings are located on the ESU13 website ([www.esu13.org](http://www.esu13.org)) under *Employment Openings*. Prospective Employees can also apply directly on this site. The website was visible to members for review of current open positions.

**New Hires:**

Angela Perez – Head Cook @ ELC. Full-time/full-year position.

**Shayna Hudson moved to approve the new hires. Kathrine Walker seconded the motion. There was not a quorum at this meeting. *Recommendation by members in attendance to approve and to attempt to gather email votes to approve and avoid carrying into new group/training in October.***

***Email vote for approval received from Kianna Ybarra – 9-28-23***

***New Hires approved via recommendation from members present at meeting and additional email vote to make a quorum. Motion Carried.***

**Return Policy Council Binders for Updates:** Binders returned as possible for updates.

**Families & Learning Conference:** Flyer shared with members who may be interested in receiving tuition scholarship to attend conference in October 2023.

**First Five-Nebraska:** Shayna Hudson shared a flyer on the LB485 Impact Study and requested that the program send this out to as many parents as possible for input and feedback on childcare subsidy income-eligibility requirement changes implemented in 2021.

**Center Reports:** ELC preschool and EHS classrooms.

Meeting adjourned at 7:30p.m.