

Policy Council Minutes

Salt Lake CAP Head Start

Shriver

Date and time: November 8, 2007 at 1:00 pm

Type of meeting:

Regular monthly meeting

Call to Order:

Amie Clayton called the meeting to order at 1:02 pm.

Attended:

Amie Clayton, Anne Fife, Cynthia Molling, Tetyana Nikitina, Leesa Call, Lisa Loose, Ana Gonzalez, Cheri Smith, Leticia Nava, Jessica VanZant, Yessy Nava, Krista DeJesus, Wendy (JRR Room 7), Norma Flores, Cheri Wilson, Tefre Debrum, Martha Escobedo, Teuila Aagard, SherryAnn Lee, Richard Sloan, Wendy Knapp, Erin Vail, Amber Ruiz, Concepcion Garcia, Rebekkah Button, Annette Gomez, Mary Goldsberry, Keri Stoddard, Cheryl Leach, Katrina Robison, Eric Davis, Nickie McCracken, Mequette Sorensen, Ronald Allen

Excused:

Mark Park, Robin Eldridge, Hernan Peme, Trista Davis, Patsy Halladay, Cal Noyce, Silvia Norman

Unexcused:

None

Elections and seating of past parents: Policy Council received letters of interest from the following people to serve as Past Parents. They are Cynthia Molling, Renee Scanlon, and Kristina Matulich. A vote took place to approve these individuals as members of the Policy Council and they were officially seated.

Consent Agenda:

Minutes for previous meeting:

(October 11, 2007) Teuila Aagard motioned to amend the minutes of the last meeting. Amendments needed were: misspelled and omitted names. Seconded by Jessica VanZant. Motion to approve minutes as ammended passed unanimously.

New Hires:

New Hire list was approved unanimously. Martha Escobedo motioned and Teuila Aagard seconded.

Reports:

CAP report and remarks by James R. Russell: The official naming and ribbon cutting ceremony of the James R. Russell building took place on October 23, 2007. There were some parents there and it was a thrilling experience to be able to claim the building as ours. There are some business items that took place. One was the changing of the job description of the Assistant to the Director. This and other items will be brought before Policy Council at future dates as needed for approval.

Head Start Director's Report: First and foremost was some good news about our reauthorization. Erin had spoken to Julie Ann (assistant to Senator Hatch) about the bill that reauthorizes Head Start for

another five years. The conference report should be signed the afternoon of November 8, 2007 and the House of Representatives and the Senate should sign the following Tuesday. It seemed like the role of Policy Council would remain the same and not change, but we won't know for sure until the bill is signed.

Just a side note, some of the members of staff, Policy Council, and CAP Board have been attending a conference about the History of Community Action and Head Start.

One of the other business items Erin reported on was purchasing priorities to spend down the budget excess. All staff members had made "wishlists" and the many items were in consideration for purchase. Two vehicles to transport food at temperature were purchased. Thermometers, flashlights, updating bathrooms, computer access, six laptops for the registration team to take with them, work needs to be done at James R. Russell building to put in a centralized HVAC and the parking lot needs to be repaved. A motion is made to allow more than \$25,000 to be spent on these things. Motion made by Teuila Aagard and seconded by Jessica VanZant. Motion passed unanimously.

The Policy Council By-laws had received further amending and now needed to be approved through a vote. The biggest change was to the composition of Policy Council. Article III – Membership saw an increase in the total number of members. The change to this part comes in that the current Executive Board members will no longer need to be elected from their classroom and are automatically seated. The rest of the changes made to the By-Laws were really "housekeeping" items. Not all the committees had be listed and the Parent Involvement and Parent Education were combined due to allow room for the ERSEA committee to be listed. A motion was made by Amber Ruiz to accept changes to the By-Laws as put forth. Teuila Aagard seconded. Motion was passed unanimously. The bathrooms at the Tooele facility were discussed. A number of Tooele parents wanted to make modifications to the bathrooms allowing for privacy between the boys and girls. A proposal was made to put up child height partitions and have some separation for boys and girls. A committee was put together to make a detailed list of what would need to be changed, with what costs could be expected. The committee should report to Policy Council at the next meeting.

The instrument for the PRISM review had been received and reviewed by staff. Policy Council needed to approve of its use. A motion was made to approve the instrument to be used for the federal review by Jessica VanZant and seconded by Rebekkah Button. Motion was passed unanimously.

As a last point, Head Start will be losing its sight at the Weigand Center for next year. There has been some discussion about putting a classroom in the new transitional housing that will be moving into the old Holiday Inn building at 10th South & Main Street in Salt Lake City. This is still in discussion and further details will be forth coming.

Child Outcom Reports: Patti Mazzoni presented to the Policy Council the Child Outcome reports. She gave what information was available so far for this year and explained in detail how to read the report information from the way it's presented.

Treasurer's Report: Checks were received from Smith's and Albertson's. We have \$2198 in the bank. Treasurer will be contacting Smith's corporate office about information on how to make sure our program is linked for rewards.

Committee Reports:

Parent Involvement Committee: Met with the ERSEA committee. Krista Yates used the guidelines for this year's federal review and asked practice questions of the committee members.

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Events Committee: Brainstormed ideas for upcoming events, including the December holiday season.

Health Committee: Discussed resources for flu shots, child obesity, and nutrition.

Early Childhood Education Committee: Reviewed parent journal questions and activities to help aid in using the parent journals. Discussion on using parent journal time as in-kind hours.

Announcements and/or Other Business:

Rebekkah Button passed out letters to give to our Senators about Head Start and Policy Council remaining intact. An in depth discussion followed that encompassed the bill about to be signed by the House of Representatives and the Senate, which the President threatens to veto. Rebekkah also discussed with the Policy Council the option to send someone to Washington D.C. to meet with the Senators and express our concerns. A motion was made by Amie Clayton to abstain from sending anyone to Washington D.C. at this time. Amber Ruiz seconded the motion. Motion passed unanimously. Rebekkah had made copies of the letters for Policy Council use volunteered to take the letters that had been signed to the appropriate office/s. A motion was made to reimburse her costs for copying the letters by Jessica VanZant and was seconded by Martha Escobedo. Motion was passed unanimously.

Adjournment:

Motion to adjourn made by Jessican VanZant and seconded by Teuila Aagard. Approved unanimously. Meeting adjourned at 3:24 pm. The next meeting will be held on Thursday, December 13, 2007 at 1:00 pm.

Submitted by: Cynthia Molling and Amie Clayton