

**Salt Lake CAP Head Start
Policy Council Minutes**

**Salt Lake CAP Head Start
Head Start Administration-Shriver Bldg
January 10, 2008**

**Type of Meeting:
Policy Council –
Regular Monthly Meeting**

Call to Order:

Amie Clayton called this meeting to order at 1:00

Attended: Amie Clayton, Sharma Henseler, Anne Fife, Cynthia Molling, Lisa Loose, Cheri Smith, Lelicia Nava, Jessica Van Zant, Sonya Aleman, Yessy Nava, Melissa Larsen, Katrina Robinson, Nickie McCracken, Patsy Halladay, Cal Noyce, Mequette Sorensen, Robin Eldridge, Maria Flores, Angelica Garcia, Concepcion Garcia, Mary Goldsberry, Rebekkah Button

Excused: Cheryl Leach, Trista Davis, Eric Davis, Amanda Clemons, Myra Renwick, Cheri Wilson, Julia Stoot, Richard Sloan, Keri Stoddard

Approve Previous Minutes:

Approval of Previous minutes was postponed to next meeting because one page was not included in the mailings.

New Hires:

A motion to approve the new hire list was made by Katrina Robison and was seconded by Jessica Van Zant. The new hire list was approved unanimously.

Head Start Directors Report:

The 2007 grant is completed and spent down to zero. The In Kind waiver request was granted. A request waiver for the 2008 grant will be submitted. A motion to request the partial waiver of In Kind for the 2008 grant was made by Cynthia Molling and seconded by Melissa Larsen. The motion passed unanimously. Initially this year's self assessment included 32 classrooms, but because it is in preparation for the PRISM review, it was decided to do all of the classrooms. This was completed in December. A report will be presented in February. Head start was reauthorized with many new mandates. Staff is learning about the new law and what is required. The policy council is still intact and the board is still in tact but the language and the responsibilities are slightly different than they have been in years past. The board has more operating responsibility. Both the old and the new standards will be incorporated to be sure the PRISM review goes well.

Training:

“How a bill becomes a law” - given by Jennifer Seelig and Brad King. Jennifer Seelig is a member of the House of Representatives in the State of Utah and her district is in the Northwest Quadrant of Salt Lake City (Rose Park area). Brad King is also a member of the House of Representatives. His district is down south, in the Price area. Brad is also a member of the Leadership team for the Democratic Party; he is the minority caucus leader. Brad has been in the House of Representatives for 12 years.

How a Bill Becomes a Law.

1. The bill is Prepared.
2. The bill is introduced in the House.
3. The Rules Committee decides if it will go to a committee and which one it will go to.
4. The bill receives a fiscal note- Price Tag.
5. The bill is printed.
6. The bill goes to the House Standing Committee. The bill could be tabled here.
7. The house vote to adopt the House Standing Committee report. This is the second reading of the bill.
8. The bill is debated in the House. The final vote.
9. The bill is sent and introduced to the Senate. First reading.
10. The bill is sent to the Senate Rules committee for review.
11. The bill is sent to the Senate Standing Committee for their review and recommendation.
12. The Senate votes to adopt the Senate Standing Committee Report.
13. The bill is debated in the Senate. Second reading. Vote.
14. The bill is again debated in the Senate and a final vote is made.
15. The bill is signed by the President and returned to the House.
16. The bill is signed by the Speaker and returned to the Office of Legislative Research and General Counsel.
17. The bill is enrolled.
18. The bill is returned to the House for final printing.
19. Sent to the Governor for signing.
20. The bill becomes a law on its effective date.

Voting is one way that you can participate in the political process, but calling your legislator or writing your legislator has a tremendous amount of impact. That is not only to get ideas started for particular bills or changes but to comment on bills that may have been introduced by other legislators that you feel would negatively impact you. If you call or write you really have a chance at making a difference.

Budget:

The budget is on track. The end of the 2007 dental claims are being processed.

James Russell:

I would like to wish you a happy New Year and a lot of success in the coming year. I urge you all to volunteer in the classroom because we need those hours. I represent the Northwest multi purpose center on the board and I would like to report that the bids have gone out for the remodeling of the old building. The bids for the new building will go out probably the first part of February. Hopefully we will have the old building redone and the new building by the end of the year.

Menus:

There is a child at the CCH building that is extremely allergic to Bananas and Peaches and so we have made that a no peach or banana site. Approval is needed to change the menus to reflect that. A motion to approve this change was made by Cal Noyce and was seconded by Jessica Van Zant. The motion was approved unanimously.

CAP Report:

Had the December dinner and discussed a change in the bylaws. The CAP Board applied for CDBG (Community Development Block Grant) funds. An application for \$54,000.00 for the JRR parking lot was made.

Treasures Report:

Balance as of December 31st 2007 is \$3,693.10.

Committee Reports:

Health Committee: Each classroom should have received a food pyramid game. Talked about the menu change at CCH because of the food allergy at the site. There will be a workshop in February called Food for the Picky eater.

Events:

Discussed having another Arbor Day activity scaled down a little and having it at the Tooele site bringing awareness in the community about the Head Start center there.

ERSEA:

Discussed recruitment. Family advocates will assist with recruitment. There will be a hotline set up for registration so that parents don't have to keep calling to find out about when registration will be.

Parent Involvement:

In March they will start planning activities for next year. The activities most suggested will be picked. Get those ideas in.

Early Childhood:

Discussed the parent observation journals. A pamphlet with ideas of things to do with your child has gone out to parents. Make sure to write observations in the journal and count the time spent.

Announcements and/ or Other Business: Sharma Henseler has notified Lena that she needs to step down from her position as Secretary as well as from Policy Council so that she may focus her attention on her family at this time. So we will ask one of the at large members if they would like to fill this position and let you know next month and hold elections for the vacant positions.

Adjournment:

Cal Noyce Motioned to adjourn the meeting at 3:03 pm. The next meeting will be held on February 14th 2008 at 1:00 pm.

Minutes submitted by Sharma Henseler