

Tuesday, November 13th, 2018 - 5:30 to 8:30 p.m.

Meeting Location: Table Rock Fellowship

Child Care Location: Alan Berlin Center

Parents Present:

Agustina Lita, RVS	Amanda Edwards, SV	Amelia Patton, PV	Andrew Monie, RVS
Angela Alexander, IV	Ashley McEvers, ABC	Brittney Parsons, OH	Carlee Valle, SM
Courtney Friedt, Comm. Rep	Donea Murdoch, ABC	Francine Bush, IV	Jamie Knight, EHS-WM
Jennifer Miller, MER	Jenny Thompson. EHS- ABC	Jessica Readence, CP	Jola Sadler, PXT
Joseph Kettles, RDW	Kristen Aguiar, SM	Lynn Greeley, RR	Mariah Taylor, PXT
Maylene Cherry, ABC	Michael Horton, WASH	Nathan Fieguth, SM	Rachel Kalb, ASH
Rebecca Price, RVS	Renee Sutton, EHS-CJ	Shannon Green, ABC	Sandra Maxwell, EHS- GP
Sandra Beckman, EHS- CJ	Taylor Sickau, IV	Tia Behrens, PXT	Wes McEvers, ABC

Staff Present:

Blair Johnson, EHS Director	Karen Lujan Valerio, PFCE SAA	Lisa Farlin, PFCE Director	Michelle Homer- Anderson, HS Director
Nancy Nordyke, Executive Director	Sandi Larson, Finance Director	Stacy Inman, Education Director	Tina Campbell, New Finance Director

CALL TO ORDER, ROLL CALL, AND GROUND RULES: Maylene Cherry, ABC

- Met quorum

PUBLIC COMMENT PERIOD:

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WARM UP ACTIVITY: Lisa Farlin, PFCE Director

- Who makes the decisions

APPROVAL OF MINUTES:

Angela Alexander, Illinois Valley, moves to approve the October minutes; Jennifer Miller, Merlin, seconds the motion. Motion Passes

CONSENT AGENDA: Blair Johnson, EHS Director

- ERSEA/Monthly Monitoring report reviewed
- Meal Count was reviewed
- Financial statements and credit card expenditures were reviewed

Angela Alexander, Illinois Valley moves to accept the consent agenda; Jennifer Miller, Merlin, seconds it. Motion Carries. No abstentions

TREASURER'S REPORT: Presented by Tia Behrens Phoenix Talent, PC Treasurer

EXECUTIVE DIRECTORS REPORT: Given by Nancy Nordyke, executive Director

- Facilities report
 - o New kitchen in Parkside center
- Finance training
 - o Sandi Larson, Finance Director, provided training on how to understand the financial statements and the credit card reports. She also explained the extensive review that is done prior to being sent to the PC.
 - o Sandi is retiring in mid-January and the Finance Director, Tina Campbell, was introduced.

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HEAD START/EARLY HEAD START DIRECTORS REPORT: Michelle Homer Anderson, Head Start Director; Blair Johnson EHS Director

- Child assessment data presentation was made by Stacy Inman, Education Director.
- Self-assessment planning has begun. A plan will be presented next month for PC approval.
- Renovation work has begun at the 0-5 duration center at Progress Drive in Medford.
- Grants for approval were presented; 1) Grant to increase program hours in Early Head Start and Head Start for 40 Early Head Start children (1,380 hours) and 212 Head Start children (1,020 hours); and start-up funds for the renovation of the ABC-A center, the addition of an infant/toddler bathroom and expanded kitchen at EHS Cave Junction Center, and materials and equipment; and 2) Grant to apply for Non-Partnership Early Head Start Expansion for 32 slots in Jackson County and start-up funds for purchase of property and construction of a new center.

Jessica Readence, Central Point, moves to approve the submission of a grant to apply for supplemental funds to increase program hours for HS children at a base funding request of \$1,054,606 and a start-up request of \$157,280; Jamie Knight, EHS West Medford, seconds the motion.

Jamie Knight, EHS West Medford, moves to approve the submission of a grant to apply for supplemental funds to increase program hours for EHS at a base funding request of \$737,568 and a start-up request for \$1,438,336; Angelica Smith, Eagle Point, seconded the motion.

Jamie Knight, EHS West Medford, moves to approve submission of a non-partnership EHS Expansion Grant for a base funding request of \$1,063,954 and a start-up funding request of \$3,964,244; Jenny Thompson, EHS Alan Berlin Center, seconded the motion.

- Park View Center report
- Parent newsletters were distributed to Policy Council.

BREAK

COMMITTEE REPORTS

- Early Childhood Advisory Committee
- Health Services Advisory Committee (HSAC)
- Self-Healing Community (Trauma Informed Care)
- Board Liaison

NEW BUSINESS:

- State meeting report- given by Angela Alexander IVHS and Jennifer Miller MER

- Parent Leadership Report- Given by Maylene Cherry ABC, chair and Rebecca Price, RVS, vice chair

ANNOUNCEMENTS: There were no announcements.

ADJOURNMENT:

Amelia Patton, Park View, moves to adjourn meeting; Jamie Knight, EHS West Medford , seconded the motion. Motion carries.

ADDENDUM: Vote by Email on 11/26/18

The Policy Council approved submission of a request for a non-federal share waiver for the start-up funding for Non-Partnership Early Head Start Expansion grant in the amount of \$991,061.

**Program Information Summary; EHS & HS
November 13, 2018**

Child Assessment Data

TS Gold fall checkpoints were completed on time for all HS and EHS children. TS Gold assesses each child's developmental and school-readiness skills. Currently family conferences are in progress. During these conferences, teachers and specialists share this information with parents and set goals for each child to support their continued development and learning.

Self Assessment

The self-assessment process has begun. The plan will be brought to the Policy Council and Board for approval at the December meetings.

0-5 Duration Center

The bidding process to hire a contracting firm has been completed. Work is scheduled to begin in November.

Grants

Approval is being requested at tonight's meeting to apply for EHS duration and HS Duration services. A handout with the proposal has been provided.

Approval is also being requested to apply for EHS Expansion to add 32 slots of duration service (1380 hours) in Jackson County.

A quorum was reached and approval was given via electronic vote to apply for a “Charitable Check-Off Grant” through the Oregon Head Start Association. We applied for a “Fossil Sand Play Table” for the Progress Drive play yard.

Park View

The kitchen will be renovated over Winter Break.

Parent Newsletter

The first newsletter of the year has been distributed agency-wide. Copies are also available tonight.