

POLICY COUNCIL MEETING
Tuesday, March 13, 2018 - 5:30 to 8:30 p.m.

Meeting Location: Table Rock Fellowship,
Child Care Location: Alan Berlin Center B&C

Parents Present:

Amber Sturgess, SM	Amelia Patton, FRC	Andrea Wakeland, FRC	Angela Alexander, IV
Brandon Gallego, EHS- WM	Casey Stine, WIL	Chea Pappas, IV	Heidi Kady-Barr, EP
Jamie Knight, ABC	Jamie Sanchez, Comm. Rep	Jennifer Miller, MER	Josie Collom, EP
Maegan Belanger, WC	Mariah Taylor, PXT	Mary Morales, Comm. Rep	Maylene Cherry, ABC
Rashelle Roe, SM	Shannon Schreffler, FHL	Shayane Santos, FRC	

Staff Present:

Blair Johnson, EHS Director	Christine Russo, PFCE Director	Karen Lujan Valerio, PFCE SAA	Maria Arroyo, Interpreter
Michelle Homer- Anderson, HS Director	Nancy Nordyke, Executive Director	Nikki Hill, PFCE Supervisor	Shandi Phelps, PFCE Supervisor
Yoana Martinez, Interpreter			

6:00 CALL TO ORDER, ROLL CALL, AND GROUND RULES: Casey Stine, Chair

- Quorum established
- Discussed ground rules for the meetings

6:05 PUBLIC COMMENT PERIOD: Casey Stine, Chair

- None

6:07 WARM UP ACTIVITY: Christine Russo, PFCE Manager

- Minute to win it: fun activities to play with the kiddos at home

6:20 CENTER SHARING: Casey Stine Wilson

- Foam ball from center
- Encouraged other parents to sign up for center sharing

6:22 APPROVAL OF MINUTES: Casey Stine, Chair

Maegan Belanger, WC, moves to approve the minutes; Mary Morales, Comm. Rep, seconds the motion. Motion carries.

6:25 CONSENT AGENDA: Blair Johnson, EHS Director

- Talked about the Meal report, Financial Statements, ERSEA reports

Angela Alexander, IV, moves to accept the consent agenda; Maegan Belanger, WC, seconds the motion. Motion carries.

6:29 TREASURER'S REPORT: Maylene Cherry, PC Treasurer

- Talked about the report

6:32 EXECUTIVE DIRECTORS REPORT: Nancy Nordyke, Executive Director

- We have been working on a couple of facilities for a long time:
 - Medford is still in progress, we have received information from the architects and will meet with them soon to make some decision about the building so architects can proceed on doing those designs.
 - We now have the building in Grants Pass, what used to be the Lovejoy building will be the new Head Start center that will replace services at the Family Resource Center. Our intent is to move during spring break and start after
- We have the 50th anniversary coming up, you will have the opportunity to participate at each of your centers, you will hear from them. Sometime between now and early April.
- We will also have a community event oriented towards agencies and professionals in the community that have supported us over the years, as well as towards expanding the community awareness of our organization and spread information about our program and encourage people to make donation towards our organization

6:38 HEAD START AND EARLY HEAD START DIRECTORS REPORT: Michelle Homer-Anderson, HS Director; Blair Johnson, EHS Director

- Quarterly Reports
 - Quarterly reports were provided to the Policy Council and Board. These include progress on our five year goals and objectives and child progress data.
- Lovejoy
 - We are now officially the owners of the Lovejoy building! This is the new site for Head Start FRC classes. We are in the process of completing minor renovations and anticipate starting services on April 9th, 2018.
- Progress Drive
 - We have negotiated architectural services with Rowell Brokaw. Once architectural designs are completed, the project will go out to bid for construction services. We will have a better idea of the timeline for services to begin during the summer.
- Self-Assessment and Community Assessment
 - The self-assessment process has been completed. An initial report on data highlights from the community assessment will be presented this month. The full self-assessment and community assessment reports will be available at the April Policy Council and Board meetings.
- Program Planning
 - We have begun the strategic planning process. In April we will continue our strategic planning work and also convene the Program Planning Committee. A variety of data sources will be utilized in this process including the community assessment and self-

assessment. The result of our work will be a strategic plan for the Agency and five year goals and objectives for the Head Start and Early Head Start programs.

- OPK is funding from the state is a grant that used to be due in June, this year is due in March 23th, we need ask for the approval of PC to write the grant and submit it to the state

Heidi Kady Barr, EP, moves to approve to write and submit the application for the OPK grant; Amelia Patton, FRC, seconds the motion. Motion carries.

- Oregon is doing a pilot program with Duration classes, the application is out next week and it will be due in April, very small grant only 200 slots available in the whole state

Jamie Knight, ABC, moves to approve to submit the Duration grant application; Andrea Wakeland, FRC, seconds the motion. Motion carries.

- EHS Program Option Waiver
 - The Head Start Program Performance Standards (HSPPS) require all EHS children receive 1,380 hours of service by August 1, 2018 unless granted a waiver to provide a different level of service as a locally designed program option. Currently, EHS provides 1,380 hours of service to 24 children through duration funds. We are requesting approval to submit a waiver request to the Office of Head Start to continue to provide center-based part-day services to 40 children and toddler combination services to 64 children as locally designed program options.

Angela Alexander, IV, moves to approve the EHS program option waiver; Chea Pappas, IV, seconds the motion. Motion carries.

7:10 BREAK

7:20 COMMITTEE REPORTS: Brandon Gallego, Board Liaison; Casey Stine, Chair

- Board Liaison- Board met February 15 and had two motions of note 1. Authorized the loan agreement with the Gordon Elwood foundation for the Grants Pass building 2. Went over the Policy Criteria changes and approved those. The next meeting is Thursday this week
- Events committee: It meets to plan events like the Pear Blossom Parade and Boatnik in Josephine County, need to meet to put together the banner for the Pear blossom parade and encourage other parents to attend as well. The next parade will be the Boatnik parade and will meet later to discuss what to plan for this event

7:30 OLD BUSINESS: Josie Collom, Secretary; Casey Stine, Chair

- Dollar Per Child- explained what dollar per child is all about and encouraged parents to start collection for this and gave handout of guidelines and ideas of how to make this a successful parent-driven fundraiser
- Recruitment events- Casey attended a Preschool fair and she talked to parents about the benefits of Head start with parents that were interested and she encourages people to attend so they can talk to other parents about Head Start

7:40 NEW BUSINESS: Christine Russo, PFCE Director; Casey Stine, Chair

- Attendance Incentive Awards: handed out to representatives and alternates of each center, every time there is a representative of that center attends the receive 10 dollars and parents can vote on how they want to spend those education funds in the center

8:05 ANNOUNCEMENTS: Christine Russo, PFCE Director; Nikki Hill, PFCE Supervisor

- The family connection will have a Parent Leadership conference on Saturday March 24th at the Grants Pass high school, you can still sign up if you are interested
- Nikki Hill talked about scholarship, there are very few application as of right now so she encourages parents that are interested in it to apply as the changes of getting the scholarship are very high, they due date is Friday April 6th, a week longer than usual, that way there is time to review the application and change it as is needed
- Angela Alexander talked about the conference she attended and gave out a handout

8:10 THREE THINGS TO TAKE BACK TO CENTER: Casey Stine, Chair

- Certificate
- Dollar per child
- Scholarships

8:15 ADJOURNMENT: Casey Stine, Chair

Chea Pappas, IV, moves to adjourn meeting; Maegan Belanger, WC, seconds the motion. Motion carries.

HEAD START/EARLY HEAD START PROGRAM DIRECTORS' REPORT

Program Information Summary

March 2018

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