

**Tuesday, August 14th, 2018 - 5:30 to 8:30 p.m.**

**Meeting Location:** Table Rock Fellowship

**Child Care Location:** Alan Berlin Center

Parents Present:

Alicia Waldon, RDW	Amanda Edwards, SV	Andrea Wakeland, FRC	Angela Alexander, IV
Brandon Gallego, EHS-WM	Case Stine, WIL	Courtney Friedt, RDW	Dayna Arnett RR
Francine Borth, EHS-CJ	Jamie Knight, ABC	Jamie Sanchez, Comm. Rep	Jennifer Miller, MER
Mariah Taylor, PXT	Mary Morales, Comm. Rep	Maylene Cherry, ABC	Tierra Gallego, EHS-WM
Valina Eichman, HIL			

Staff Present:

Blair Johnson, EHS Director	Christine Russo, PFCE Director	Karen Lujan Valerio, PFCE SAA	Maria Arroyo, Interpreter
Michelle Homer-Anderson, HS Director			

CALL TO ORDER, ROLL CALL, AND GROUND RULES:

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PUBLIC COMMENT PERIOD:

- No public comments

WARM UP ACTIVITY: Christine Russo, PFCE Director

- PC members wrote messages to the future PC and included things they would like them to know; the messages were attached to tissue paper flowers made by PC members.

CENTER SHARING: Casey Stine

- Wilson duration: it was a beneficial program for her family. What her daughter learned will be fresh as she goes into kindergarten

APPROVAL OF MINUTES:

**Andrea Wakeland, FRC, moves to approve the June minutes, Jennifer Miller, MER, seconds the motion. Motion Carries. No abstentions**

CONSENT AGENDA: Blair Johnson, EHS Director

- ERSEA report reviewed
- Parent Engagement was reviewed
- Health Stats were reviewed
- Financial report was reviewed

**Jamie Knight, ABC, moved to accept the consent agenda; Andrea Wakeland, FRC seconds it. Motion Carries. No abstentions**

TREASURER'S REPORT: Presented by Maylene Cherry, PC Treasurer

EXECUTIVE DIRECTORS REPORT: Given by Michelle Homer Anderson.

- Park View grand Opening will be September 6<sup>th</sup>
- Progress Drive Center is moving forward, architectural plans have been reviewed and the bidding process is being developed.
- Review of the Collective Bargaining Agreement (VOTE)
  - o **Angela Alexander, IV, made a motion to approve the Collective Bargaining Agreement; Mary Morales, Community Rep, seconded it. Motion Carries. No abstentions**

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

- Outcome of the CACFP review was presented
- Program Information Summary was reviewed and is included in minutes
- The updated Attendance procedure was reviewed
- Updates in Programming was reviewed:
  - o Ashland Duration, Wilson Full day
  - o OPK funding for duration
- The updated Tobacco Policy and Procedure was reviewed (VOTE)
  - o **Jamie Knight, ABC, made a motion to approve the updated Tobacco Policy; Francine Borth, EHS-CJ, seconded it. Motion Carries. No abstentions**
- Policy Council members were asked to attend center orientations and first parent meetings to assist in recruitment of parents for PC.

BREAK

COMMITTEE REPORTS:

- Hiring Committee; Casey Stine

OLD BUSINESS: None

NEW BUSINESS:

- Health Kickoffs were successful. 368 newly enrolling children and their families attended. 15 community partners were present such as WIC, OHSU School of Nursing, Advantage Dental, etc.

ANNOUNCEMENTS:

- Southern Oregon “Best Of: Awards” please vote for Southern Oregon Head Start as best preschool

ADJOURNMENT:

**Dayna Arnett, Rogue River, moves to adjourn meeting; Mary Morales, Community Rep, seconds the motion. Motion carries.**

HEAD START/EARLY HEAD START PROGRAM –DIRECTORS’ REPORT  
Program Information Summary  
August 2018

Child and Adult Care Food Program (CACFP) Review

SOHS had its CACFP Administrative Review, a review of the agency’s nutrition program. The reviewers found many strengths and also identified several areas for improvement. The Food Service Manager submitted an action plan to the state for the areas identified as needing improvement.

Staff Hiring

SOHS hired for many positions over the summer, including Operations Director, PFCE Director, Education Director, Education Managers (2) and Supervisors (5), and center staff. Some positions are still open. Parents are encouraged to apply.

Recruitment Update

HS/EHS recruitment and selection for program year 2018-2019 is in full swing. The majority of centers have achieved 100% selection. Recruitment efforts are currently prioritized for the Phoenix/Talent, Central Point and Redwood centers which have open spots. The enrollment department is fully booked for application interviews and our presence at community events has been successful in reaching out to families.

Facilities

Ashland High School is unable to house a Head Start class in 2018-2019. Therefore, Head Start will maintain 3 classes at the Phoenix Talent Center. Full use of a formerly shared classroom is available for the 2018-2019 program year so HS will convert one part-day class to a full-day class for this program year.

Grant Updates

The Federal HS/EHS grant application was submitted in July as approved. We received the COLA grant, and the approval for the re-budget request.

### 2018-2019 Programming:

EHS and HS Duration classes begin September 4/5

Preschool Promise classes begin September 10/11

Head Start Part-day and Full-Day classes begin September 17/18

### State-funded HS Duration Classes

Head Start will be providing some additional weeks of service for several classes in 2018-2019 due to the availability of one-time funds from the state. The details are being finalized.

### Union Negotiations

The Union and the Agency came to an agreement this month regarding the contract.