

**SOUTHERN OREGON CHILD AND FAMILY COUNCIL, INC.**

**POLICY COUNCIL MEETING MINUTES**

**Tuesday, October 20<sup>nd</sup>, 2020 from 2:00-3:00 pm.**

**Meeting was held Via Teams on Microsoft**

**PRESENT at the TEAMS Meeting:**

(PC)            Angela Alexander (Comm Rep)            Jamaya Obie-Brown (EHS GP)            Jamie Knight (ABC)  
                  Jasmine Fleming (EP)                    Teasha Patterson (SM)                    Melissa Mahler (FTH)  
                  Christine Velasquez (EHS CJ)

(STAFF)            Lisa Farlin (HS Director)  
                  Christine Russo (PFCE Director)  
                  Yoana Martinez (PFCE Interpreter)

**CALL TO ORDER, ROLL CALL, AND GROUND RULES:**

Jasmine Fleming called the meeting to order at 2:04p.m. via Teams meeting online

**PUBLIC COMMENT PERIOD:**

None.

**(Jamie Knight ABC) made a motion to approve the August Minutes. (Angela Alexander Comm Rep) second the motion to approve the September Minutes. (No opposed/ No abstentions). Motion was carried.**

**ACTIVITY**

Favorite Meal, led by Christine Russo (PFCE Director).

**CONSENT AGENDA**

- Led by Lisa Farlin- EHS/HS Director

- Lisa went over Financial Statements. Federal Head Start Grant has little remaining. This Fiscal Year ends October 31<sup>st</sup>, so we are hoping to spend the rest of the grant by then, by getting new furniture for some centers and some more supplies for visual services. OPK Grant just started because it is on a different time line than the Federal Grant.

- Recruitment Report: on track, but not filled. Our enrollment is down currently. We are anticipating once we are open and going, more children will join. Lots of schools are experiencing the same during this unknown time.

**Jamie Knight (ABC) made a motion to accept the consent Agenda. Jamaya Brown (EHS GP) seconds the motion to accept the consent agenda. (No opposed/ No abstentions). Motion was carried.**

**TREASURE REPORT:**

- Teasha Patterson (PC Treasurer) went over the treasure report.

## **EXECUTIVE DIRECTOR'S REPORT**

- Lisa Farlin informed us that they have been having All Staff Town Hall meetings to stay on track and get things in order.
- We are going to open on October 26<sup>th</sup>, with only 7 classrooms opening. Examples are Parkview and Merlin, but all the classrooms are tentative we went over all the Phase 1 and 2 descriptions and how the plan looks so far. Virtual will be lots of parent/teacher contact to help and see what the parents need to do the schooling at home. Normally the advocates get to know the parents and students first, and then the teacher. It's going to be reversed this year. First parent meeting will be with the teacher, and then the second one will be both teacher and family advocate.

## **HS AND EHS DIRECTORS' REPORT**

Lead by Lisa Falin.

- Registration will look different this year as well. Online registration packets instead of doing then at the 2 hour orientation. It will be easy to fill out the forms on the app/website, and parents will also be able to access multiple other forms.
- Orientation will be short videos that the parents can go through and complete. When completed, it will send a "finished" notification to HS.
- If all goes well with opening phase 1 and 2, we hope to go bigger. For now, we are not sure what phase 3 looks like. Virtual students will most-likely stay that way till January.
- Kids who are in the classroom get 2 meals a day and 1 grab-n-go bag.
- Starting November 9<sup>th</sup> at Parkview and Illinois Valley, twice a week there will be a pick-up spot for virtual students to come and get a grab-n-go bag. Ready Rosy is another program to help, but this will be available down the road.
- We are in the process of getting 150 iPad/laptops that will be loaned out to families that do not have access to electronics. Hot spots are also being ordered as well for loan, with renewal cards to keep them going.
- IM-20-05: conducting our normal monitoring activities virtually this year.
- ABC classroom moving forward with their remodel.
- Went over the changes to Covid19 SOHS Center Health and Safety Plan. We need a PC vote for the necessary Covid19 procedures. Examples are changes in classroom schedule and activities, more outside time and less group activities. We had to create stable cohorts like keeping one cook with the same students always. No home visits face to face, unless virtual is not an option. No more family meals, along with no more self-serve for the kids.
- We are purchasing cameras for the classrooms where the Mental Health Consultants can still monitor how the classroom is going.

**Teasha Patterson (PC Treasurer) motions to approve the changes to the progress center health and safety plans. Jamaya Brown (EHS GP) seconds the motion to approve the changes to the progress center health and safety plans. Motion was carried**

- Christine Russo went over the Policy Council Orientation Plan. The date will be December 10<sup>th</sup>, and will be done virtually (surprised?), and will be much shorter than normal. Current PC members will stay on till December.

## **COMMITTEE REPORT:**

- None.

**ANNOUNCEMENTS:**

- Importance of voting.
- Executive Board Meeting this Friday.
- Remember to fill out the imbursement forms for participating in the meetings.
- Center Incentive Award (March and September).

**Teasha Patterson (PC treasurer) motions to adjourn the meeting. Angela Alexander (Comm Rep) seconds the motion to adjourn the meeting. Motion was carried**

**Meeting Adjourned.**

**(Reminder, All votes are taking place Via email. No votes were needed for this meeting)**