Policy Council Meeting Minutes
May 14, 2018
5:30 p.m. - 7:00 p.m.
Meeting Minutes

In Attendance:
Karen Parker       Asia Townsend       Elena Ramsey
Bonita Powell      Rebecca Hockman     Tim Powell
Sophia Vietze      Anneasyka Roston   Samantha Belcher
Cassie Clark       Trewonna Beauvoir  Maria Flores
LaTrisha Gaston    Anna Woelk         Christopher Thornton

Excused:
Christopher Rotert

Absent:
Dena Bogan         Christina Calhoon   Sarah Mayers
Victoria Weston    Samantha Matney    Tara Zahn

Grantee/Delegate Staff
Pam Black          Leah Pease         Patty Lucas
Patti White         Michelle Pendzimas  Chelsea Lamas
Mitchell Walker    Dr. Jovanna Rohs   Traci Garcia Castells

Guests:
Bethaney Volkman   Daniela Rivera

Chairperson Samantha Belcher called the meeting to order at 5:35 p.m. A quorum was established.

Information Sharing

- Self-Assessment Program Summary (See attached summary)-Dr. Rohs informed committee members that over last few months MAHS grantee staff met with site staff to look at progress toward goals and identified areas to strengthen as well as developed plans for transition to the new program structure. Areas reviewed included Professional Development, Program Environment, Child Development and Learning, Family Engagement, Community Engagement, Program Leadership, and Continuous Program Leadership. Identified challenges were reviewed
with committee members who provided feedback on strategies for program improvement and transition. Using the self-assessment data along with community assessment and feedback from families, MAHS has identified three program goals to be accomplished in the next five year grant, which were also presented to the members for review and feedback.

- **Program Instructions 18-02** - Dr. Rohs shared information from OHS on how Head Start provides services in disaster relief areas.

- **Program Instructions HS 18-03** - Dr. Rohs reported that federal government approved 610 million for HS funds from the appropriations bill. 216 million is for Cost of Living Adjustments and 115 million is for EHS expansion.

- **Early Head Start Expansion** - Dr. Rohs presented the grantee’s application for continuation of Early Head Expansion funding. The funding is a continuation of support for expansion in EHS classrooms. The amount is 1.5 million and 1.4 will be passed through to classroom sites.

**Action Items**

**Approval of Expansion Grant**
Christopher Thornton motioned to approve the Early Expansion Head Start continuation grant. Rebecca Hockman seconded the motion and the motion carried.

**Approval of March Meeting Minutes**
Policy Council members reviewed the April meeting minutes. A correction was made to delete an extra name for the absentee list. Elena Ramsey motioned to approve the minutes as amended. Christopher Thornton seconded the motion and the motion carried.

**Program Summary**
Mitchell Walker reported that for the month of April, the program had 99.39% total enrollment. There were twelve opens slots past 30 days. Programs with slots past 30 days include ISD, KCPS, YMCA, Grandview, and Center. Mitchell explained how grantee staff look at trends to address thirty days open slots. Next, Mitchell reported that over 50,000 meals and over 21,000 snacks were served to children for the month of April.
Elena Ramsey motioned to approve the April Attendance, enrollment, Childcare subsidy, and the April CACFP report. Christopher Thornton seconded the motion and the motion carried.

Financial Reports and Credit Card Expenditures
Mitchell Walker presented the financial report for Program Year 5 (Final Month Ending- March 2018), Head Start & Early Head Start Expansion Grant PYI (Month ending-March 2018), Missouri Early Head Start Program Year 3 (Month Ending- March 2018), CHW REACH Foundation grant (Month Ending- March 2018) local community support expenditures reports, and the March MAHS credit card statements (see attached reports). Mitchell reported that for the expansion grant, ISD financial staff have not been adequately allocating funds to this grant and are in the process of making journal-entry adjustments to correct this issue. Then, Dr. Rohs explained that with the REACH grant, MAHS has spent the remainder of funds by allocating these funds to staff and parent training and personnel costs.

All expenses and reports were deemed allowable, allocable and reasonable.

Elena Ramsey motioned to approve the MAHS financials and credit card expenditures. Christopher Thornton seconded the motion and the motion carried.

Early Learning Update
- Dr. Rohs reported the Early Learning department is working with the early learning community to develop data measurements for Early Learning Profile. Thirty-two sites and 214 classrooms will participate in the program.
- Mo Legislative Update-
  - Dr. Rohs said that Mo legislators moved 2 million dollars from the early learning budget to the general fund to support Pre-K at school districts; to be eligible for this funding, districts must meet a daily attendance rate.
  - Mo legislators did not pass the early education quality rating bill.

Important Takeaways/Other Discussion
- Self-Assessment will help with program decisions for the next program year.

The meeting adjourned at 6:40 p.m.