Policy Council Meeting Minutes  
September 10, 2018  
5:30p.m. -7:00 p.m.  
Meeting Minutes  

In Attendance:  
Karen Parker    Elena Ramsey    Rebecca Hockman  
Trewonna Beauvoir    Maria Flores    Asia Townsend  
LaTrisha Gaston    Anneasyka Roston    Christina Calhoon  
Christopher Rotert    Christopher Thornton    Karen Parker  
Tim Powell    Cassie Clark  

Absent:  
Bonita Powell    Tara Zahner    Samantha Matney  
Denga Bogan    Anna Woelk    Patricia Minter  
Sarah Mayers  

Grantee/Delegate Staff  
Mark Johnson    Nichole Gilman    Lynette Fowler  
Michelle Pendzimas    Mitchell Walker    Daniela Rivera  
Traci Garcia Castells    Carol Bolz    Pam Kabrick  
Karen Aguilera    Chelsea Lamas    Alyssa Hawk  
Patty Lucas    Sandra Reece    Pam Kabrick  
Liz Smith  

Acting Chairperson Anneasyka Roston called the meeting to order at 5:35 p.m.  
A quorum was established.  

Information Sharing  
• Family Outcomes-Lynette Fowler provided information on family outcomes for  
  program year 2018-2018. This information is gathered through the family  
  assessment process.  
• PIR-Sandra Reece and Pam Kabrick reported on Program Information Report. The  
  report is required by the Office of Head Start. The report focuses on EHS and HS  
  health data for well-child exams for EHS, physicals for HS, dental exams for HS &  
  dental check for EHS, and immunizations. Pam reported that for each data set,  
  there was an increase of information reported.  
• Child Outcomes- Carol Bolz reported on outcomes from the DRDP. The results focus  
  on Approaches to Learning/Self Regulation, Social and Emotional Development,  
  Language and Literacy Development, Cognitive-Including Mathematics and Science,
and Physical Development-Health. Carol Bolz informed committee members that for each sub-set there was a percentage increase from Fall to Spring.

- Head Start Program Instruction 18-05: Funds to Increase Hours: Liz informed PC members that the OHS released a funding increase application for Head Start programs that need funding to support extended day classes. Liz reported that since MAHS already has classrooms at extended hours, MAHS is not eligible for the program.

- Chris Rotert, MAHS Policy Council Secretary, reported that Policy Council Sub-Committee recommends approving the revised Policy Council and Policy Council composition. He reported that the revised language focuses on the composition of the council and the meeting calendar. For the composition, because of the new structure, the council will have 1 representative and 1 alternate from each agency (18 agencies); additional alternates can attend if the representatives or alternates cannot make the meeting. Then, he said the council agreed to meet on bi-monthly basis. The purpose of change is to allow council members attend other meeting at sites and to make the meeting more meaningful. The Policy Council meeting will alternate with the MAHS Parent Leadership. MAHS grantee staff will send out a revised calendar at November election of Policy Council members.

Action Items

Approval of By-Laws, Composition, and Term Limits
Karen Parker motioned to approve the By-Laws, Composition, and Term Limits; Cassie Clark seconded the motion and the motion carried.

Approval of Continuation Application
Liz reminded members that although the program’s five-year grant application began August 1, 2018, the first fiscal year of this grant includes two budget periods, one from August 1 - October 31, 2018 and a second budget period that begins November 1, 2018 through October 31, 2019. In order to receive the funding for the second budget period, MAHS must submit a continuation application, which is due October 1, 2018. Liz provided a hand out with the detailed list of funds allocated to each contractor and to MARC for this 12-month continuation application budget period.

Trewonna Beauvoir motioned to approve the MAHS Continuation application. LaTrisha Gaston seconded the motion and the motion carried.

Approval of August Meeting Minutes
Policy Council members reviewed the August meeting minutes. Revisions were made to the list of absentees and attendees for Cassie Clark, Asia Townsened, Anneasyka Roston. Karen Parker motioned to approve the August meeting
minutes with revisions. Cassie Clark seconded the motion and the motion carried.

Program Summary-
Liz reported for the month of August, the program data shows a high percentage for enrollment because the data only reflects the programs that are currently in operation.

Approval of Attendance, enrollment, & Childcare subsidy
Karen Parker motioned to approve the August Attendance, enrollment, & Childcare subsidy report. Cassie Clark seconded the motion and the motion carried.

Important Takeaways/Other Discussion
- The training for New Policy Council Members will be Wednesday, November 7th; dinner will be 5pm and the training will start at 5:30 pm.
- The election of Policy Council members and officers will be Monday, November 12th; dinner will be at 5pm and the meeting will start 5:30 pm
- Council members remarked on the revised Policy Council representation.

The meeting adjourned at 6:35 p.m.

Secretary