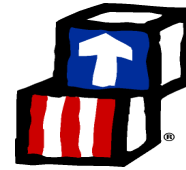




4C HS/EHS POLICY COUNCIL MEETING
August 23, 2017



Parent Representatives

Nourphit Pierre
Maureen Mueller
Bianca Melendez(via phone)
Joana Bonano (via phone)
Cynthia Vazquez (via phone)
Lesline Stone(via phone)
Shanika Haynes-Shuler (via phone)
Veronica Monts (via phone)
AnnMarie Alvarado

Brenda Miller (via phone)
Colette Johnson-Thomas

Representation

PC Chair/My Destiny Academy CCP
PC Vice Chair/ UCP Pine Hills EHS
PC Secretary/Teddy Bear CCP
PC Treasurer/All About Kidz Oviedo
Golden Bear CCP
North Street HS
Baker HS
Hartage CCP
Community Rep/Children's Home
Society
Community Rep/Nemours
Non Voting Member/Orange County
Head Start

4C Head Start Staff

Michelle Ferkovich
Maria Torres- Southern
Lizandra Toro
Vilmarie Gonzalez
Sofia Rivera
Ruth Hernandez
Kelly Erwin
Shantara Gibson

Head Start Assistant Director
HS/EHS Finance Analyst
CCP Finance Analyst
HR Generalist
Senior Family Advocate
Site Supervisor
Education Specialist
FCP Coordinator

The meeting was called to order at 6:07 pm by Policy Council Chair, Nourphit Pierre, the Roll Call was conducted by Policy Council Vice Chair, Maureen Mueller, and it was confirmed that a quorum was established.

Action Items:

Approval of Agenda:

Nourphit asked members to review the agenda and if there were any questions. Nourphit asked for a motion to approve the agenda with the added agenda items. **Motion to approve the agenda was made by Maureen Mueller. Seconded by Joana Bonano. Motion approved.**

Approval of Meeting Minutes from July 26, 2017:

Bianca Melendez asked members to review minutes from the PC Meeting on July 26, 2017. There were no questions asked about the minutes. **Motion to approve the meeting minutes was made by Bianca Melendez. Seconded by Maureen Mueller. Motion approved.**

Financial Statements and Budget Amendments:

HS Financial Statements – May
EHS Financial Statements – May
CCP Financial Statements – May

Maria Torres-Southern, HS/EHS Finance Analyst, presented the summary of the Financial Statements for HS and EHS for the month of May, as well as the credit card statements. The cash and In-Kind contributions for HS were \$120,577 under the required amount for the current program year. EHS cash and In-Kind for the month of May were \$355,127 under the required amount for the current program year.

Lizandra Toro, CCP Finance Analyst, presented the summary of the Financial Statements for CCP for the month of May. CCP cash and In-Kind is \$378,814 under the required amount for the current program year. Training and Technical Assistance has been lower than budgeted for because all expenses expected to occur have not YTD. There were no questions regarding the CCP Financial Statements for May.

Maria Torres- Southern presented Budget Amendment #13 for HS FY 2016-2017. Mrs. Torres-Southern explained that funds are being moved in the categories of personnel, fringe, travel, equipment, supplies, contractual, and other. There were no questions regarding Budget Amendment #13 for HS.

Maria Torres- Southern presented the Budget Amendment #12 for EHS FY 2016-2017. Mrs. Torres- Southern explained that funds are being moved in the categories of personnel, fringe benefits, travel, equipment, supplies, contractual, and other. There were no questions regarding Budget Amendment #12 for EHS.

Lizandra Toro presented the Budget Amendment #10 for EHS-CCP FY 2016-2017. Ms. Toro explained that funds are being moved from in the categories of salaries, fringe benefits, supplies, contractual, and other. There were no questions regarding Budget Amendment #10 for EHS-CCP. **Motion to approve the financial statements and amendment as presented was made by Veronica Monts. Seconded by Maureen Mueller. Motion approved.**

HR Approvals:

Vilmarie Gonzalez, HR Generalist, presented the new potential hires and separations and the Policy Council Approvals Supplemental for HS/EHS/CCP HR during the month of July 2017. There were no questions regarding the HR reports.

Motion to approve the HR reports for the month of July was made by Joana Bonano. Seconded by Brenda Miller. Motion approved.

Director's Report:

Michelle Ferkovich, Head Start Assistant Director, presented the Director's report for the month of June. Mrs. Ferkovich stated that the EHS and EHS/CCP programs are doing well with attendance and enrollment. The HS program is currently closed for the summer. The CCP program only has 5.94% of children with disabilities enrolled and will be submitting a disability waiver. Mrs. Ferkovich stated that currently the EHS program has 100% of oral screenings completed and the CCP program has 100% of oral screenings completed. There were no questions regarding the Director's Report for July. **Motion to approve the Director's Report for July was made by Brenda Miller. Seconded by Joana Bonano. Motion approved.**

Parent Activity Funds:

Shantara Gibson, FCP Coordinator, explained that the parent activity funds are set aside for the parents of each site to plan and develop an activity for them to participate in. Ms. Gibson presented the Parent Activity Funds Request from UCP-Pine Hills EHS of \$49.00 to attend GatorLand on 9/7/2017. **Motion to approve the Parent Activity Funds Request was made by Maureen Mueller. Seconded by Veronica Monts. Motion approved.**

School Readiness Outcomes:

Information on School readiness outcomes was presented by Kelly Erwin, Education Specialist. Overall the majority of the children are meeting the widely held expectations. Ms. Erwin explained that some infants and toddlers may not be meeting expectations. Ms. Erwin also explained that some children may have come in late during the year so they were not observed or there was not enough data to get them to the level needed. The data is also broken down by site.

Adjournment:

Motion to adjourn was made by Joana Bonano and seconded by Cynthia Vasquez. Meeting was adjourned at 7:05pm. The next scheduled meeting will be on Wednesday, September 27, 2017 at 6:00pm at 3500 West Colonial Drive, Orlando, FL.