



4C HS/EHS POLICY COUNCIL
December 16, 2015



Parent Representatives

Regina Johnson
Angela Hall
Chandrea Washington
Ashea Harmon
Yolanda Robinson
Tina Johnson
Stalexus Cutter
Chavnay McClain

Representation

Non PC Representative
Non-PC Representative
PC Chair/Rio Grande EHS
Teddy Bear FCC
Pine Crest
??
Frontline Outreach
North Street

4C Head Start Staff

Renea Black	Chief Financial Officer
Gay DeLaughter	Head Start Director
Maria Southern	Financial Accounting and Finance
Lizandra Torres	Financial Accounting and Finance
Percy Snyder	Program Manager
Jennifer Cronk	ERSEA Coordinator
Michelle Ferkovich	Quality Assurance Coordinator
Vilmarie Gonzalez	HR Generalist
Shonda Robinson	Early Child Development Coordinator

The meeting was called to order at 6:15 pm by Chandrea Washington, Policy Council Chairperson. The Policy Council Secretary Ashae Harmon conducted the roll call and confirmed that there not a quorum. Meeting carried on as informational purposes only. Gay DeLaughter requested that the proposed postponement of CLASS monitoring be added to the agenda for the Executive Committee's approval.

Informational Items:

Chandrea Washington asked the council to review the minutes from our October 25, 2015 meeting. Meeting minutes were reviewed and there were no questions.

September 2015 Financial Statement- Head Start

Maria Southern reviewed the September 2015 Financial Statement for Head Start and explained each line item of the budget. She stated that the In-kind Contributions are under the required amount for the program year to date.

September 2015 Financial Statement- Early Head Start

Maria Southern reviewed the September 2015 Financial Statement for Early Head Start and explained each line item of the budget. She stated that the In-kind Contributions are under the required amount for the program year to date.

September 2015 Financial Statement- Early Head Start CCP

Lizandra Torres reviewed the September 2015 Financial Statement for Early Head Start CCP and explained each line item of the budget. She stated that the In-kind Contributions are under the required amount for the program year to date.

Budget Amendment #6

Lizandra Torres reviewed the changes for the budget amendment explaining each line item that needed to be increased or decreased. The lines that were increased were:

- Supplies (dental)
- Contractual

New Hires and Terminations

Vilmarie Gonzalez went over all the new hires information as well as the new staff's credentials. There ~~was~~were five hires and two terminations, which were voluntary. Vilmarie asked if there were any questions about the terminations and new hires. No questions were asked.

Director's Report

Gay DeLaughter discussed the enrollment, meals eaten, and other pertinent program information. She stressed the importance of every child coming to school everyday and if they were not coming, to call the Site Supervisor, teachers or Family Advocate to explain why. Gay also talked about the importance of In-Kind and meeting our Federal match. Physicals and immunizations for the children that are up to date remain in good standing. Gay discussed the revision of the Policy Council By-Laws and that a separate committee needs to be formed to get those re-written to include CCP. Several parents volunteered to help

- **Stalexus Cutter**
- **Chavnay McClain**
- **Chandrea Washington**
- **David Kastner**

Several parents had questions regarding the In-Kind matching and volunteering. Carolina Gil asked if the agency could make it a program requirement and Stalexus Cutter echoed the same response. She would like to see it be a program requirement for parents to be in the program. Tine Johnson would like to see incentives to attend or volunteer in the classroom. Ashae Harmon vehemently disagreed and thought that the key to child success and child's learning is directly related to parental involvement and that it is a parents duty to help and be involved. David Kastner asked if teachers could post a sign-up of tasks that parents could do as In-Kind or to help in the opening of additional classrooms, like Palm D. Gay also spoke briefly on the need for the Policy Council ~~approval approval~~ of the letter that is drafted asking for postponement of the CLASS Monitoring until March 2015.

Adjournment was at 7:10 p.m.

The next scheduled meeting will be January 27, 2016 at 6:00 p.m. at 3500 W. Colonial Drive, Orlando, FL 32808.

Executive Committee –

Executive Committee meeting was immediately convened after the informational Policy Council meeting and was called to order at 7:23p.m. Those in attendance were April Turner (via phone), Chandra Washington, and Chavnay McClain. April was sent the packet for review and brief discussion to get approval for 2 items on the agenda. Due to no quorum being met, the Executive Committee met and discussed the Budget Amendment #6 as described in the meeting minutes above, Chavnay McClain made a motion to pass the budget amendment and April Turner, second the motion.

Approved.

The Executive Committee also discussed the CLASS Monitoring, by the Office of Head Start, postponement until March 2016. April Turner made the motion to approve the letter requesting the postponement and Chavnay McClain second the motion.

Approved.

Meeting adjourned at 7:29p.m.