



**4C HS/EHS/CCP Policy Council Meeting
January 27, 2021**



Representatives

Angelique Ford
Lerissee Morlaes
Nina Colon
Russell Gagne
Yaniris Rodriguez
Lousylia Vasquez
Kristina Baird
Nishkalie Soto
Alejandra Alvarez
Natasha McPhee
Lasheena Thomas

Representation

We Love Kids (Chair)
Rising Star (Treasurer)
Little Angels
Teddy Bear
Dreaming Big
Golden Bear
Apopka Child Academy
Erica Montoya
Baker
Frontline
Midway

4C Head Start Staff

Gay DeLaughter
Danielle Pierson
Kelly Nuzum
Krystle Young
Tanya Hall
Jaena Ferguson
Vilmarie Gonzalez
Percy Snyder
Glendisha Wells
Luisa Garcia
Roodley Cantave
Christen Jenkins

Program Director
ERSEA Coordinator
Finance Analyst
FCP Coordinator
Sr. Program Manager
Health & Nutrition Cord.
HR Generalist
Program Manager
HR Generalist
Sr. Family Advocate
Sr. Family Advocate
Sr. Program Manager

The meeting was called to order at 6:06 pm by PC Chair Angelique Ford.

Quorum was declared.

Agenda:

Angelique asked members to review the agenda, and she asked if there were any questions.

Motion to approve made by Nishkalie Soto. Second by Russell Gagne. Motion carried

Meeting Minutes

Angelique, asked members to review minutes from the December 2020 meeting. There were no questions asked about the minutes.

Motion to approve made by Russell Gagne. Second by Nishkalie Soto. Motion carried

HS/EHS/CCP/EXP Budget, Financial Statements & Non-Federal Share Report - October

Kelly presented program information: HS 33% program year completions, 30% budget completion. EHS also 33% through program year, 31% budget completion. EHS-CCP is 25% through program year, 23% budget completion. EHS-EXP 67% program year completion, 65% budget completion.

Treasurer Lersssee presented Non-Federal Share numbers for October

HS over Match requirement \$43,206 YTD deficit (\$168,399)

EHS under Match requirement \$53,253 YTD deficit (\$224,900)

EHS-CCP under Match requirement \$69,459 YTD deficit (\$184,521)

EHS-EXP over Match requirement \$6,167 YTD \$15,685

Motion to approve made by Russel Gagne. Second by Lersssee Morales . Motion carried

Non-Federal Share Waiver- Expansion

Kelly reviewed the waiver; the total required match amount was \$618,190. The projected NFS amount is \$488,190 with a projected waiver requested amount of \$130,000.

There were no questions regarding the waiver request.

Motion to approve made by Lersssee Morales. Second by Russel Gagne. Motion carried

HR Report – January

Glendisha presented EHS-EXP/CCP report with four separations. Vilmarie presented HS/EHS with three new hires and one separation.

Motion to approve made by Nishkale Soto . Second by Russel Gagne . Motion carried

Director's Report - December

Gay DeLaughter explained children are continuing services both face to face and virtually for all programs. HS 270/396, EHS 170/249, CCP 189/252, EXP 85/150. Attendance is up but needs to be better between 82-87% all programs, understand the impact from COVID-19 is still affecting enrollment, disability numbers show the highest with HS at 9.26% and the lowest is EXP at 5%. No program currently meeting 10% requirement. Immunizations were also still being impacted by Covid-19. Vision/Hearing, nutrition screenings good across all programs.

Motion to approve made by Nina Colon. Second by Lersssee Morales . Motion carried

EHS Expansion Disability Waiver

Percy presented the waiver request. Total number of children enrolled 78, 3 with disabilities for a total of 3.85% of the required 10%. Explained site was not open previous school year.

Discussed steps taken by Inclusion team to increase numbers.

Motion to approve made by Lersssee Morales. Second by Nina Colon. Motion carried

Disabilities Policies and Procedures

Percy presented the 2021-2022 changes to the disabilities policies and procedures are primarily job title changes and improvements to the grammar and formatting. For example, the Mental Health and Disabilities Specialists in the previous version of the policies, now have the title Inclusion Specialists. The one exception to this is in Policy DS 03. Policies and procedures was added in this section to address guidelines for summer screening.

Motion to approve made by Lerssiae Morales. Second by Kristina Baird. Motion carried

Mental Heal Policy and Procedures

Percy presented the 2021-2022 changes to the Mental Health policies and procedures are primarily job title changes and improvements to the grammar and formatting. For example, the Mental Health and Disabilities Specialists in the previous version of the policies, now have the title Inclusion Specialists. No new subject areas added.

Motion to approve made by Niskale Soto Second by Nina Colon. Motion carried

FCP Policies and Procedures

Krystle presented. No major changes to policy. Updated job title names including Owner/Direction, Inclusion Specialist and Senior Program Managers. Also updated responsibility of newsletter from FCP Coordinator to Program Assistant. Added Family Outcomes as an additional requirement for tuition reimbursement application.

Motion to approve made by Nina Colon . Second by Lerrssiae Morales. Motion carried

Discussion Item

Ms. Gay spoke on Certificate of Health and Safety Screenings explaining that it is required to submit to the Office of Head Start as proof the program has complied with items like proper lighting, minimum square footage, smoke detectors, clean drinking water in/outdoors, parent contacts. Governance screener goes over training offered to policy council and that council consists on majority of parents.

Public Comments

None

Adjournment:

Meeting adjourned at 6:55pm.