



4C HS/EHS/CCP Policy Council Meeting
March 24, 2021



Representatives

Angelique Ford
Lerssiae Morales
Nina Colon
Russell Gagne
Alejandra Alvarez
Natasha McPhee
Lasheena Thomas
Maria Harris
Sara Navaez
Elsa Marco
Marjorie Bernadel
AnnMarie Alvarado

Representation

We Love Kids (Chair)
Rising Star (Treasurer)
Little Angels
Teddy Bear
Baker
Frontline
Midway
All About Kidz
Little Stars Family
San Marco
Orlando Day
Children's Home Society

4C Head Start Staff

Gay DeLaughter
Danielle Pierson
Kelly Nuzum
Vilmarie Gonzalez
Percy Snyder
Luisa Garcia
Christen Jenkins

Program Director
ERSEA Coordinator
Finance Analyst
HR Generalist
Program Manager
Sr. Family Advocate
Sr. Program Manager

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

Quorum was established and can continue for voting purposes.

Agenda:

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

Motion to approve made by Nina Colon. Second by Russ Gauge. Motion carried

Minutes

Angelique asked if there were any question about January minutes (no February review due to lack of quorum). There were no questions.

Motion to approve made by Nina Colon. Second by Maria Harris. Motion carried

HS/EHS/CCP/EXP Budget, Financial Statements & Non-Federal Share Report – November/December

Kelly presented program information: HS 42% program year completions, 39% budget completion. EHS also 42% through program year, 38% budget completion. EHS-CCP is 33% through program year, 31% budget completion. EHS-EXP 75% program year completion, 74% budget completion. (November)

Kelly presented program information: HS 50% program year completions, 47% budget completion. EHS also 50% through program year, 45% budget completion. EHS-CCP is 42% through program year, 37% budget completion. EHS-EXP 83% program year completion, 81% budget completion. (December)

Motion to approve made by Maria Harris. Second by Nina Colon. Motion carried

HR Report – February/March

March: HS/EHS had 2 separations and 2 new hires; EXP/CCP had 1 separation and 3 new hires

February: HS/EHS had 9 separations and 6 new hires EXP/CCP had 3 new hires

Motion to approve made by Nina Colon. Second by Marie Harris. Motion carried

Director's Report – January/February

January: Enrollment Numbers HS 270/396, EHS 168/249, CCP 196/252, EXP 87/150. Attendance is down ranging from 64-80% with EXP being the lowest. Disability numbers range from 2.4 to 8.96% again with EXP being the lowest. All numbers still impacted by COVID-19.

February: Numbers HS 267/396, EHS 168/249, CCP 195/252, EXP 92/150. Attendance improved from previous month, ranging from 76-83% with EXP being the lowest. Disability numbers saw a slight increase ranging from 3.3 to 8.5%, EXP remains the lowest. All numbers still impacted by COVID-19.

Motion to approve made by Nina Colon. Second by AnnaMaria Alvarado. Motion carried

Self-Assessment

The Self-Assessment is completed annually and lead by the QA Team. Program includes both staff, community partners and parents in the process. Evaluates program goals for each service area set the previous year and adjust according to current program needs. The Self-Assessment highlights areas of each service areas strength and areas of improvements and recommendations.

Motion to approve made by Nina Colon. Second by AnnaMaria Alvarado. Motion carried

Non-Federal Share Waiver- HS/EHS

Explained waiver amount is based off the grant total. A waiver request in the amount of \$885,676 is projected for this year. There was no waiver requested for 2019-2020 school year, however with the impact COVID-19 has had on volunteers and other In-Kind, the program is seeking a waiver for the 2020-2021 year.

Motion to approve made by Nina C. Second by LaSheena Thomas. Motion carried

Child Health Policies and Procedures

Informed no major changes to policy only titles updates to reflect current program structure.

Motion to approve made by LaSheena Thomas. Second by Nina Colon. Motion carried

Head Start/EHS Application reapplication for funding

2021-2022 program year with HS having 170 operational days and EHS having 232. HS will continue to serve 396 for funded enrollment and EHS 249 with 24 reserved for pregnant mothers. Review of zip codes served under programs.

Motion to for ratification made by Nina Colon. Second by AnnaMaria Alvarado. Motion carried

Training and Technical Assistance Plan

Reviewed types of trainings that will be offered to staff during the 2021-2022 school year.

Explain trainings would take place a variety of ways including in-service/pre-service, conferences, workshops and in-house trainings.

Motion to approve made by LaSheena Thomas. Second by Nina Colon. Motion carried

Discussion Item

None

Public Comments

None

Adjournment:

Meeting adjourned at 7:03pm.