



**Head Start (HS)/Early Head Start (EHS)/EHS-CCP/EHS-EXP
Policy Council Meeting Minutes
June 21, 2023**

Policy Council Representatives in Attendance

Yaritza Rodriguez (Secretary)
Guybs Forestal
Stacey Cherry
Sarah Narvaez
Lorraine Harris
Viveca Vickers
Wanda Lopez (Community Representative)

Site

Altamonte HS
Palm Plaza EHS
Hartage Day Care
Palm Plaza HS
Little Acorns
Early Education Station
Children's Home Society

4C Head Start Staff in Attendance

Cindy Metz
Troy Dunberger
Christen Jenkins
Brent Houde-Mulvihill
Mayra Aristud
Leila Moradi
Luis Mercado
Takisha Gaither
Stephanie Kent
Kayla Kashi
Nelly Puerto-Vidal
Michele Rivera
Tanshameca Hawkins
Roodley Cantave

Position

Chief Officer of Education/HS/EHS Director
Senior Program Manager
Senior Program Manager of Education HS
ERSEA Coordinator
Family & Community Partnership Coordinator
Senior Nutrition Specialist
Finance Analyst
HR Generalist
HR Generalist
Education Specialist
Family Advocate
Osceola Senior Family Advocate
Orange Senior Family Advocate
Seminole Senior Family Advocate

The meeting called to order at 6:13 p.m.

June-Agenda

Members reviewed the agenda; there were no questions. Motion to approve made by Wanda Lopez and seconded by Guybs Forestal. Motion carried.

May-Minutes

Members reviewed the May Minutes. Motion to approve made by Stacey Cherry and seconded by Guybs Forestal. Motion carried.

HR Report – June-HS/EHS/CCP/EXP

Takisha Gaither and Stephanie Kent presented the June HR Report and reported the organization's separations and new hires. No questions asked.

Motion to approve made by Guybs Forestal and seconded by Wanda Lopez. Motion carried.

HS/EHS/CCP/EXP-Financial, Credit Card, and Match Statements-April

Luis Mercado presented program information: HS-83% of funding spent for the year, monthly revenue was \$379,615 and YTD revenue was \$3,596,122. EHS-83% completion of funds for the year, monthly revenue \$301,964 and YTD revenue was \$3,032,258. CCP-75% of the funding spent for the year, monthly revenue was \$361,644 and YTD revenue is \$3,237,025. EXP-17% of the budget spent for the year, monthly revenue was \$220,558 and YTD revenue was \$472,710.

Centennial Bank credit card charges \$4,547.00 (employee screenings), \$9,634.00 (travel for employees), and \$937.00 (monthly subscriptions). Citgo credit card charges \$922.00 (gasoline), Home Depot credit card charges \$1,753.00 (repairs and maintenance), and Walmart credit card charges \$4,320.00 (health and nutrition supplies). No questions asked.

Motion to approve made by Guybs Forestal and seconded by Wanda Lopez. Motion carried.

Director's Report-May

Cindy Metz presented the Director's Report for May. No questions.

Motion to approve made by Guybs Forestal and seconded by Wanda Lopez. Motion carried.

Informational Memorandum

Cindy Metz provided the Information Memorandum from the Office of Head Start regarding American Indian and Alaska Native (AIAN) Head Start Eligibility through Tribal TANF. The IM does not pertain to any of the HS/EHS programs we serve in Central Florida. Cindy presented the IM for informational purposes.

Connect4Learning, Frog Street and/or Marco Polo Curricula vs Creative Curriculum

Cindy Metz, Chief Officer of Education/HS/EHS Director, Christen Jenkins, Senior Program Manager of Education, and Kayla Kashi, Education Specialist, Education provided for informational purposes the Connect 4 Learning, Frog Street, and/or Marco Polo Curricula vs Creative Curriculum. They shared the favorable and the unfavorable factors of the three Curricula for children from birth to Kindergarten based on School Readiness data and rates. The parents agreed that the new curricula presented would be a more effective way to promote school readiness and have the children prepare for Kindergarten than the existing curriculum method.

2023-24 HS/EHS Budget Revision Request

Cindy Metz, Chief Officer of Education/HS/EHS Director shared information about the Budget Revision for informational purposes only.

Proposals for Parent Activities

Mayra Aristud shared the Parent Activity for Golden Bear Academy. No questions.

Motion to approve by Wanda Lopez and seconded by Guybs Forestal.

Public Comments

No comments presented.

Adjournment

Meeting adjourned at 7:19 p.m.