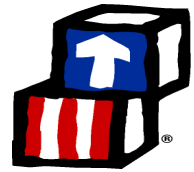




**Head Start (HS)/Early Head Start (EHS)/EHS-CCP/EHS-EXP
Policy Council Meeting Minutes
October 18, 2023**



Policy Council Representatives in Attendance

Nicole Perez (Chair)
Kendra Greene (Vice-Chair)
Stephanie Smith (Treasurer)
Ulysses Robinson
Ana Medina
Brigitte Castro
Tenesha Davis
Latoya Caldwell
Mario E. Vazquez
Armando Alequin
Destiny Scott
Wanda Lopez (Community Representative)

Site

Rising Kids Academy EHS/CCP
Baker HS
Reenie Johnson
Ferguson EHS
First Step Kids Academy
Lake Mary Bilingual EHS
Ferguson
Coqui Academy
Palm Plaza EHS
Palm Plaza HS
Midway
Children's Home Society

4C Head Start Staff in Attendance

Cindy Metz
Troy Dunberger
Percy Snyder
Emily Hurst
Christen Jenkins
Wilbert Reeves
Leila Moradi
Alicia Deshong
Mayra Aristud
Luis Mercado
Kelly Nuzum
Roodley Cantave
Stephanie Kent
Kristi Sargent
Sandy Gitonga

Position

Chief Officer of Education/HS/EHS Director
Senior Manager Comprehensive Services
Head Start Program Manager
Senior Program Manager of Compliance & Data
Senior Program Manager of Education
Senior Health Specialist
Senior Nutrition Specialist
Head Start Education Coordinator
Family & Community Coordinator
Finance Analyst
Accounting & Finance Supervisor
Senior Family Advocate
HR Generalist
Head Start Site Supervisor
Family Advocate

The meeting was called to order at 6:05 p.m.

October-Agenda

Members reviewed the October agenda; there were no questions. Motion to approve made by Stephanie Smith and seconded by Ulysses Robinson. Motion carried.

September-Minutes

Members reviewed the September Minutes. Motion to approve made by Stephanie Smith and seconded by Wanda Lopez. Motion carried.

HR Report – October-HS/EHS/CCP/EXP

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

Motion to approve made by Ulysses Robinson and seconded by Wanda Lopez. Motion carried.

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

Luis Mercado presented program information: HS-17% of funding spent for the year, monthly revenue was \$467,810 and YTD revenue was \$686,576. EHS-17% completion of funds for the year, monthly revenue \$323,632 and YTD revenue was \$599,324. CCP-6% of the funding spent for the year, monthly revenue was \$356,955 and YTD revenue is \$356,955. EXP-50% of the budget spent for the year, monthly revenue was \$265,955 and YTD revenue was \$1,467,063.

Centennial Bank credit card charges \$935.00 (employee screenings), \$12,440 (travel for employees), and \$5,007 (monthly subscriptions). Citgo credit card charges \$1,044.00 (gasoline), Home Depot credit card charges \$2,803 (repairs and maintenance), and Walmart credit card charges \$4,655.00 (health and nutrition supplies). No questions asked.

Motion to approve made by Wanda Lopez and seconded by Ulysses Robinson. Motion carried.

2024-25 EXP Budget Executive Summary (In Progress)

Luis Mercado and Kelly Nuzum presented the 2024-25 EXP Budget Summary (In Progress).

The summary was at 95% of completion and was shared with the Policy Council for Informational purposes in order to get their input before it's finalized. No questions.

Motion to approve made by Stephanie Smith and seconded by Wanda Lopez. Motion carried.

2023-24 EHS/EXP Disability Waiver Request

Percy Snyder presented the 2023-24 EHS/EXP Disability Waiver Request. Percy shared that 4C EHS-EXP will continue to work diligently to achieve and maintain the required 10% enrollment of children with disabilities in the program. No questions.

Motion to approve by Wanda Lopez and seconded by Ulysses Robinson. Motion carried.

2024-25 EHS/EXP Training & Technical Assistance Plan

Percy Snyder presented the 2024-25 EHS/EXP Training & Assistance Plan.

No questions.

Motion to approve by Latoya Caldwell and seconded by Wanda Lopez. Motion carried.

2023-24 PC Community Representative/Orange County

Nicole Perez, Policy Council Chair, presented Ms. Wanda Lopez from Children Home Society as the Policy Council community representative. Ms. Lopez introduced herself to the new representatives. No questions.

Motion to approve by Ulysses Robinson and seconded by Mario E. Vazquez. Motion carried.

Public Comments

No comments presented.

Adjournment

Meeting adjourned at 7:23 p.m.