



NMCAA Policy Council Meeting Minutes  
Thursday April 11, 2024  
10a.m.-12p.m.

**Present:** Blair Cole, Melanie Chaney, Kat Byers, Rebbeka Kenwabikise, Erica Gaylord, Alyssa Witkowskik, Heaven Deschene, Grace Odgen, Jasmine Niersel

**Absent:** Amber Babcock, Amity Forsgren, Ashlee Parsell, Brandi Boutwell, Chelsea Johnson, Caleb Lindgren, Crystal Abranski, Destiny Kasben, Eryn Krajewski, Katie Merritt, Linnea Delahanty, Lisa Sargent, Thianna Carpenter, Tiffany Evans, Victoria Braden

Welcome and Call to Order- Blair Cole, Policy Council Chair

- Roll call-10 attendees
- Approval to use roll call as attendance (establish quorum)
  - Motion-Alyssa Witowski, 2nd Kat Byers
- Review of agenda
- Approval of minutes from last meeting
  - Motion-Alyssa Witowski, 2nd Kat Byers

Grounding Activity- Family Engagement Specialists

- Stacey Parent and Kim Micham-Video-Examples of Social and Emotional Protective Factor Building
  - Attachment/Relationships
  - Initiative
  - Self Regulation
- The Devereux CAREgiving Checklist for Families-Promoting Positive Parenting Practices for Children of all ages-Handout

Agency Updates and Connections- Kerry Baughman, Executive Director

- Kerry unable to attend.
- Reminders about the NMCAA Tax Program can be accessed through the NMCAA website.

Program Information Summary- Management Team

- Full Enrollment Initiative Update from Alicia Temple and Shannon Phelps
  - CARE Cohort
  - Early Acceptance started April 1
  - Recruitment Talk for upcoming events
- Budget overview from Shannon
- NFM tracking lower than in the past, will take in-kind in any way that you can get it to us.
  - Alyssa Witowski is working with Shelly Charron about strategies for all the families at Chums for getting In-kind in.
- 2nd Quarter Data (including School Readiness) Katherine, Dru, and Corey
  - Data Postcard that is in the packet-Child Outcomes and School Readiness Goals
    - EHS HB-Not a lot of big changes from Fall to Winter-drop in Language due to age, when they go from 1-2 there are different expectations. This can cause a drop in the percentages for EHS.



- HS/GSRP Direct Operated Centers-all preschool kids-nice jumps in numbers from Fall to Winter. Numbers started out low in the fall. Literacy and Math Ideas
  - Reputation in the home and school.
  - Counting at the table at home, in the car
  - Music
  - In the car scavenger hunts-environmental print
  - Dice-roll the dice for how many things they need to pick up at home
  - Countdown to destination for when they ask when we will be there.
- EHS Center-Based and HS Collaborative Centers-HS Collaborative Center is included in the Direct Operated Child Outcomes. EHS Center Based-consistent from Fall to Winter-
  - Head Start Collaborative School Readiness Social/Emotion, 10% drop and 11c slight drop. The staff were able to dig into this and found that one classroom had the drop due to having a different teacher in the fall and a new teacher doing it in the winter. Really can make a change in the number and interpretation. Other classrooms had the same teacher fall to winter.
  - 360 view of the whole child.
  - Working on strategies with the Collaborative Centers and attendance.
- Family Services-do the families know that these are available to them rather than just being in preschool or EHS.
  - Maybe they can hang something in the classroom.
  - Program flyers for NMCAA.
  - Mental Health talk during a classroom parent meeting-Family needs assessment is available to all the families, if it is marked yes i would like more information then the FES will follow up with the family. FES Bios are sent out in acceptance packets so that the families can connect with the family. Is there a way that the needs assessment can be more about this is about you and getting help and recognizing strengths before sending out the survey. Can the needs assessment be done in person?

#### Information Gathering

- Parent Corner on NMCAA Website
  - The agency is getting a new website and we would like to build out the family corner. What would you like to see?
    - Involvement Opportunities
    - Inkind Information-what qualifies, forms
    - Contact List-Classroom, FES, etc.
    - Calendar with update PC council, etc. a button on the first page for what's happening



- Monthly activities calendars and sheet-additional for EHS HB. Possibly PAT activities depending on copyrights.
- Link to facebook page, 5 to One information, area for families to get together opportunities, parent group chat.
- A nutrition corner with BMI information, recipe book, farmers market in the area, double up bucks with SNAP for farmers market, places to shop with discounts, story books and activities with foods on our weebly site
- Parent Survey Feedback
  - 23-24 Parent Survey-handout, will be parent/guardian survey, Shannon is going to send the link out through learning genie on May 1 and a reminder later
  - If not, then add more information in another box? Can this be done on all the questions?
- Healthy Snacks Ideas
  - Same unhealthy breakfast and snacks, wondering if we could change this up so that they are not serving them as often. What are some things that we can do with our supplemental food ideas? Alyssa is going to connect with Sandy V to talk about ideas. We only have control over the meals that we buy for the classrooms, not much control over the meals from the schools.
  - Eat my ABC's initiative and United Health Grant for healthy eating programs for the classrooms.
  - Yuka is an app that you can use to check foods in the store to see if it is healthy or not.
  - Have this a topic for next month, to bring a snack list and ideas. Coaches have created an area on sharepoint for ideas with meal experiences.

#### Staff Appreciation

- Next month is teacher appreciation, but we usually do staff appreciation because all of our staff are tied into education.
- Send ideas to Shannon
- Next month we will bring cards for you to complete for any staff person that you would like to recognize.

#### Personnel

- 5 staff hired
- Motion-Alyssa Witowski, 2nd Kat Byers

#### Adjourn

- 12:04 pm

#### May Meeting

- Self Assessment Plan
- Cost of Living Adjustment Application
- Transportation Waiver
- Community Needs Assessment
- Health Services Advisory Meeting will take place 1-3, after 5/9 Policy Council



### Meeting Objectives

1. Better understanding of Head Start locally and nationally
2. Review of Program Data
3. Share Input on Family Corner and Parent Survey

***NMCAA Vision*** *NMCAA leads in strengthening our communities by empowering people to overcome barriers, build connections and improve their quality of life*

*Chair – Blair Cole; Vice Chair – Rebecka Kenwabikise; Secretary – Tiffani Evans; Treasurer – Open; Parliamentarian- Open; State Delegates – Kat Byers, Melanie Chaney; Alternates- Rebecka Kenwabikise, Open*