



NMCAA Policy Council Minutes
Thursday June 13, 2024
10a.m.-12p.m.

Present: Blair Cole, Erica Gaylord, Grace Ogden, Kat Byers, Rebecca Kenwabikise

Absent: Alyssa Witowski, Amber Babcock, Chelsea Richards, Eryn Krajewski, Heaven Deschene, Jasmin Niersel, Katie Merritt, Melanie Chaney, Shanda Lee, Shanae Selleck, Shyanne Chrisco, Thiana Carpenter, Tiffany Evans

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

- Blair called meeting to order at 10am
- Roll Call – motion to use roll call as attendance; motion use roll call as attendance.
 - Kat motioned, second by Grace
 - Quorum not established
- Approval of minutes from last meeting.
 - Kat motioned, second by Erica Gaylord

Grounding Activity- Family Engagement Specialists

- My Child is Unique Handout
 - Stacey asked how many parents were transitioning their children into another setting for school.
 - Blair and Kat shared their experience transitioning their kids into different school settings.
 - Blair stated that the form had a lot of great questions on it.
- Erica stated her child is worried about life and death.
 - There was a discussion about talking to children about life and death and said it was normal for pre-school kids to think about it. It was mentioned that there are several great books out there and a Mr. Rogers video discussing death.
 - Dru stated that the kids need to feel supported and that their feelings were valid.
 - Kim suggested that if there is anything that are big struggles for children (person dying, pet dying, any big struggles) that you should inform the teacher so they are aware of the situation

Agency Updates and Connections- Kerry Baughman, Executive Director

- Kerry was unable to join

MHSA Report- Blair Cole, Kat Byers, and Melanie Chaney

- Executive Function and Early Learning
 - Kat discussed how her family uses goals, schedules and charts to help keep everything organized in an “ADHD” household
- There was another breakout for parents, however, the session was a repeat. Blair and Kat both stated that there was a session regarding advocacy and it was identical to one that they have already attended. They decided to do some self-care during that session and met up for dinner.

Program Information Summary- Management Team

- Enrollment Updates- Alicia Temple, ERSEA and Health Manager
 - Alicia shared this is the last month of reporting information prior to summer
 - EHS 99% enrolled, HS 97 enrolled
 - Early accepted over 200 HS and GSRP, Now working enrolling up to 14 children per classroom and saving the rest for august.
 - Acceptance packets will be going out later this month
 - Alicia stated they are getting a good response for early acceptance packets.

- Families like knowing where their children are going and not worrying about if their child was accepted, what to do if they aren't, etc.
 - Stacey said that FES and families like getting the packets early
 - Alicia mentioned Recruitment is testing sending out acceptance packets via email. If there is a good response, next year there will be an option to receive your acceptance packet via email.
- Budget Report- Shannon Phelps, Early Childhood Programs Director
 - Cost of living adjustments were approved. There will be an increase in the staff salaries in next month's financial packet
 - Health and Safety grant was submitted, waiting to hear if we are awarded the grant.
 - Spending is over budget for facilities.
 - Staffing is in a good place as opposed to other years.
 - Agency financial Audit was completed and there were no findings.
- Quarterly School Readiness Data- Dru O'Connor, Education Coach Manager; Katherine Kwiatkowski
 - Data was wrapped up last week, this is "hot off the press"
 - Staff remind parents to fill out the survey.
 - PD Survey for staff to complete. It asks questions like, "What will help staff move forward?" Staff stated training courses that would be beneficial for them.
 - Head Start, direct operated and collaborative centers
 - Dru talked about how the outcomes improved from fall to spring
 - GSRP did well too
 - Home Based was fantastic. Their stats don't change too much; but they did improve overall
 - Home based will do another assessment at the end of summer
 - Early Learning Centers
 - Katherine talked about how the outcomes improved from fall to spring.
 - Katherine explained the outcomes for disabilities vs other
 - Collaborative and EHS Center Based Manager
 - Katherine talked about how the outcomes improved from fall to spring.
 - Katherine explained the outcomes for disabilities vs other
 - Dru said that they broke down the goal descriptions to include in the Coach recap forms
 - Dru stated that teachers are doing a great job
- Quarterly Data Postcard Report- Management Team
 - Discussion over the results in the post card
 - Enrollment/Attendance
 - Education
 - Child Outcomes
 - More detailed breakdown of School Readiness Goals to include Goals description
 - Health
 - Alicia wanted to point out that hearing and vision did see growth. Children are seen within 45 days of attending and some hearing and vision screening was not completed.
- Community Assessment Updates- Shannon Phelps, Early Childhood Programs Director
 - Complete community assessment needs to be completed 5 years for the Office of Head Start; NMCAA does these every three years.
 - Working on a new assessment for this year at the agency level.
 - Shannon did an overview of the 2024 community assessment updates. Areas covered included:
 - Median income and included the ALICE population survival budget
 - Food Assistance
 - Student homelessness
 - Children in out of home care
 - Rates of Abuse and Neglect
 - Assistance Programs
 - Children in Special Education
 - Employment and work schedules

- Childcare and Preschool Capacity
 - Complete updates to the community assessment can be found in the Policy Council folder and were provided at the June meeting.

Information/Parent Thought Gathering

- Recruitment
 - Blair mentioned that maybe more events in the community. Shannon said that there is a list of community events that is mentioned during recruitment talks.
 - Blair mentioned that she is going to do an interview regarding being on Policy Council.
 - Alicia said that marketing is working on flyers to post. She said that she is working with the Marketing Team for recruitment.
 - Acceptance packets do have more recruitment and hiring information.
 - We have received a Google Grant – search preschools, childcare where we can become top of the list when people search for preschool.
 - Alicia stated that we have ran 30 day facebook ad recruitment and for hiring
 - The Recruitment Team will be attending Dental Days and the shoe giveaway that Father Fred has in several counties that we serve.
 - Going to send out postcards to families that receive dhhs services who have preschool age children who are not attending Head Start, GSRP and EHS
- Transition Ideas
 - Making sure that children in the classroom can focus on transitioning from space to space, visiting the school.
 - Talking about ways to transition from preschool to elementary, Dru mentioned teachers know of ways to help kids transition.
- Universal Preschool
 - Blair asked how it will work for Head Start with Universal PreSchool and how it will impact our programming.
 - GSRP will meld together with UPK.
 - We will have UPK funds as well.
 - HS/EHS is unique as it is a more wraparound to work with families and home visits.
- Learning GenieFES Availability in the summer
 - Learning Genie tutorial, get it developed at the beginning of the school year.
 - Staff, FES, CFS should be able to sit side by side with parents to assist as the videos are a little cumbersome.
- FES Availability in the summer
 - FES's are available during the summer, they are off for a few weeks in the summer but are available.
 - FES's still check messages.
- Updated in-kind flyers, Kristin Ruckle Data Analysis Manager
 - It was suggested that parents are told during orientation that they will need a background check in order to volunteer in the classroom
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- Policy Council
 - There was a discussion about how Policy Council is being presented to new parents.
 - Blair suggested that all new PC members get a swag kit; key chains, bags, pens, water bottles, and postcards to hand out, etc.
 - Past members make a video
 - Schedule of meetings in advance to hand out at parent orientation
 - Staff make a more assertive approach.
 - Someone suggested the possibility of childcare during the meetings.

Personnel

- No personnel

Adjourn 12:04pm

Meeting Objectives

1. Better understanding of Head Start locally and nationally
2. Gather thoughts on updated in-kind flyers

Next Meeting August 8, 2024

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 – Open; Treasurer – Open; Parliamentarian- Open; State Delegates – Kat Byers, Melanie Chaney; Alternates- Rebecka Kenwabikise, Open