

9/21/21 Policy Council Meeting Minutes

Attendance

Present: Jodie Dommaschk, Amy Jordan, Tricia Salvarezza, Chrissy Daignault, Emily Fagle, Isabel Lundquist, Diane Coughlin, Vladimir Pratt

Meeting called to order by Vlad at 9:32 AM

Approval of August Meeting Minutes

Vlad asked if everyone had received a copy of the August minutes and if they had any questions.

No one asked anyone questions and they all acknowledged receiving the August minutes.

Motion to Approve August 2021 minutes by Vlad. 1st Diane made motion to approve, 2nd Isabell, All in Favor; Motion Carried.

Program Reports and Updates

-Tricia gave a program update regarding the Governor's mask mandate: Children will not be required to wear a mask while eating, while outside on the playground or during quiet time. Children and staff may take socially distanced mask breaks, when needed. Staff will not get into a power struggle with children regarding the masks, but will continue to be positive role models and encourage compliance. The program has purchased 4 masks per child to remain in the centers.

Jodie asked that if Policy Council members hear complaints from families about the mask mandates, that they please the family to Jodie.

Tricia reviewed President Biden's mandate that all staff must get vaccinated since our program is federally funded. All L.E.A.P. staff must have their first vaccine by 9/30/21 and their second vaccine by 10/30/21.

-Jodie and Tricia gave an enrollment update. Stated that enrollment inquiries have decreased since the start of the new school year. Asked PC members to let families know that we continue to enroll children year round as long as there are openings.

-Tricia spoke about the Head Start mandate that services must be provided in person and we no longer have the ability to offer strictly remote services.

-Tricia discussed issues with hiring qualified staff, especially lead teachers. Reviewed all the avenues being used to recruit staff.

Finance Report

Emily reviewed the financial reports and answered any questions that members asked.

- Reviewed ARP (American Rescue Plan) funding
- Reviewed CRRSA (Coronavirus Response and Relief Supplemental Appropriations Act) funding
- Reviewed CARES (Coronavirus Aid, Relief, and Economic Security) funding

Emily explained how in-kind works and discussed the agency's need for a waiver.

Emily reviewed Policy Council Bank Account information and American Express statement

- Emily will do a budget training at the next Policy Council Meeting

Discussions

- Isabell asked whether visitors are being allowed in the centers to help with in-kind. Tricia stated that due to COVID we cannot have visitors at this time.
- Vlad asked if there are any grants available to assist the program. Emily explained that any grant (with the exception of our primary grant) is highly restrictive and the money can only be spent in very specific ways

Approval of Program and Financial Reports

Isabell made a motion to approve the program reports, including the Director's and Financial Reports t, 1st Vlad, 2nd Diane; All in Favor; Motion carried.

New Business

- Discussed ways of recruiting new Policy Council Members. Vlad volunteered to attend the upcoming Parent Café to speak about Policy Council.
- Policy Council Members would like to invite Jen Frigolette to next month's meeting to discuss using social media as a recruitment tool
- Chrissy asked if Policy Council members would be willing and able to participate in Open House night, or record a video, that can be used during Open House to recruit more Policy Council parents. Parent members stated they would be willing to do that.
- Members asked if we have the ability to send out a text or email blast to all parents regarding Policy Council. Chrissy stated we do have the ability to do that through ChildPlus.
- Discussed using Google Classrooms as a recruitment tool. Google classrooms are still being set up and not all teachers are using them, so not sure how effective they might be.
- Tricia stated there is a possibility we might be able to do a socially distanced activity. Vlad and Isabell volunteered to help plan an activity, if it is allowed.
- Amy discussed the impact that COVID has had on the Home Based program. Some of the challenges identified were:
 - Getting families to be open to discussing their vaccination status
 - Completing Home Visits outside instead of inside
 - Some families do not want to wear a mask during visits
 - Weather impacts the ability to conduct Home Visits outside (i.e.: rain, cold weather, etc.)
- Briefly discussed the agenda for next month's meeting. Vlad will meet with Chrissy to finalize the agenda.

Vlad made a motion to adjourn the meeting, 1st Diana; 2nd Isabell, All in Favor; Motion Carried.

Meeting adjourned at 10:21am

Next Meeting – October 19th at 9:30am