

**Davis/Summit Head Start
Policy Council Minutes
November 14, 2018**

Meeting called to order: 6:00 p.m.

Welcome: Dana Baldwin Clark, Policy Council Chair, welcomed everyone and established a quorum.

Candace Mascarenas has changed schools and is no longer a Chair, so we will replace her as PC Vice-chair in December.

- Dana went over October 17 PC minutes. Motion to approve made by Diantha Mangelson, 2nd by Sarah Anderson, passed unanimously.
- Riley Thomson, PC Secretary, went over the Policy Council Budget – Utah State has not been paid out yet and we have not gotten all meals in yet, so numbers are still a little high. Motion to approve made by April Larson, 2nd by Breanna Kaiser, passed unanimously.
- Paola Reyes went over October Budgets. We are currently 33.33% through our Continuous Grant year. Head Start (7320) is 26.22% spent, and Head Start Training (7318) is 43.26% spent. EHS (7314) is 29% spent, and EHS Training (7315) is 16% spent. In-Kind for Head Start is at 14.02% and EHS is 14.03% received. Brett explained a little bit more about In-Kind and how we get the numbers. We are behind on the year for In-Kind, so please encourage your parents to get their In-Kind sheets turned in.
- Went over the Purchase Card report – there were no questions. Motion to approve budgets made by Diantha Mangelson, 2nd by Riley Thompson, passed unanimously.

Community Reps

- **DSD School Board – Tamara Lowe** – Last Board meeting approved the opportunity to apply for the 2 different grants for Head Start/Early Head Start. Thank you for all the good work that you do in preparing kids for school.
- **DSD SPED – Pam Warren** – Passed out a developmental handout for kids birth to 3. Explained what a difference language makes later in life. Working on words makes a huge difference if you really work on enriching your child's vocabulary. Also attached pages with websites and activities that parents can do to enrich their child's vocabulary. You can make copies and share with the parents in your classroom.
- **Open Doors – Donnette DeMaio** – Shared information about Christmas and Thanksgiving food box information and Toys for Tots (Sub for Santa). Sign up is at Layton location, address and phone number is on the flier.
- **PTA – Shelyce Keyes** – They would love Head Start to participate in the day at the Capital. It is a real chance for you to see what the PTA really does to advocate for your children. It is February 6 – you need to be a PTA member to attend. It is a chance to see how the Legislature really works.

- **Heather Linehan gave the director's report**

- ✚ Excused Teresa and Marianne – it is the UHSA Conference this week and they are attending an evening meeting tonight.

- ✚ New Hires: None

Heather went over the enrollment report. HS Enrollment is at 98%. We are currently serving 59/401 Head Start children on IEP's. EHS Enrollment is at 96%. There are 3/101 Early Head Start children currently on IFSP's. Head Start had a little over 89% and EHS had 83%. That's really good! She went over the USDA Reimbursement for October is: Head Start \$287.56 – YTD is \$698.88. Early Head Start \$660.46 – YTD is \$1500.10.

- We are moving forward on the grants to increase 2 classrooms to extended day next year. We are asking for EHS expansion of 5 center-based classrooms and 10 home-based slots, which will allow us to provide services to 50 more EHS children and families. The grant is very competitive, they only anticipate giving less than 100 across the country so we are hoping our grant will be strong. If awarded it should bring in approximately \$400K more for Head Start and approx. \$900K for EHS--we are still working out the details. EHS classes will be located at Canyon Heights and we are looking for space in the north part of the county since that is where we have the largest wait list.
- Went over the PIR (Program Information Report) summary for Early Head Start and Head Start. If anyone wants further information let Brett know and he will make arrangements. Motion to approve made by Sarah Anderson, 2nd by Flora Green, passed unanimously.
- Went over 5 year goals, we are in currently in year 4. We write them for 5 years and then make strides each year to meet the goal. Goal 1 – Mitigate the gap in Language and Literacy, Goal 2 – Provide exceptional services for children and families using evidence-based practices and quality measures. Goal 3 – Get families to participate in opportunities and services. Goal 4 – Obtain accurate data for analysis using evidence-based statistical methods. Goal 5 – Increase the well-being and productivity of employees by enhancing all aspects of physical, mental, emotional and intellectual health. Motion to approve made by Brady Daines, 2nd by April Sumpter, passed unanimously.

News from the Field:

- ✚ Michelle Allen, HS/EHS Mental Health Consultant explained the services that are offered. She works with families, children and staff doing trainings and consulting if anyone needs it. If you have concerns, you can talk to your teacher, FSW or just call in and make an appointment with Michelle. Some of the biggest issues in our area are opioid crisis. We have the 4th highest rate of overdoses in the U.S. Over 90,000 Utahns reported mis-use of opioids in the last year. Really working on educating medical people about looking for different options. Another big trend in Utah is suicide. Utah ranks in top 10 for high suicide rates and also rank high for the people being happy and healthy! Suicide is the 8th leading cause of death in Utah. 10-17 age group is leading cause of death and in 10-39 is second leading cause of death. Challenge the silence and talk about it! 5 students out of a 30 classroom school have considered suicide. Risk factors can be if they have made previous attempts, have access to guns. Protective factors would be if they have a connection with someone in their community, and access to someone that cares. QPR: ask questions, are they suicidal; persuade to get help; refer to get help. If you call the police to refer ask for CIT. Davis Behavioral Health has available help and resources. Go to DBHUtah.org for more information.

Business:

Committee Reports:

- ✚ Health and Education – Discussed getting parents to do In-Kind hours. Look into getting incentives for individual classes to motivate parents and look into games and things to make it more fun. Are parents

understanding the importance of Health Screenings as a whole? Get resources to all parents, especially the ones that need screenings.

- ✚ FCP Committee – Discussed getting prepared for Cultural Fair in February at the Treehouse. Brainstormed ideas – committee will get together in December to continue planning and finalize themes. Discussed switching Dad’s Diner to Survival Tools for the Family. Brett is not getting very good attendance at Dad’s Diner. He just completed a training for Healthy Families, would like to switch Dad’s Diner to Survival Skills and see if it works better to get Dad’s and Mom’s and work on family education for overall health and wellness for families. Motion to switch from Dad’s Diner to “Survival for the Family” passed in committee; motion to approve made by Jaqueline Shehorn, 2nd by April Larson, passed unanimously. Working on going paperless, suggested not printing reports next month. You will get it in your e-mail to review. If you require paper let Brett or Lori know and we can print you one. Brett has season passes from Treehouse, it is tied to different goals and in-kind – if you aren’t sure if you would use a season pass, see Brett and try just a one time visit.
- ✚ PDM Committee – Discussed the 2 grants that we are currently writing for. EHS to increase 50 spots and HS to change 2 classes to duration. Farmington High has adopted Head Start this year. They are going to do a fundraiser for us this year, proceeds will support Sub for Santa, and various other supports for the families and classrooms. Discussed By-Laws, passed in committee as is, motion to approve By-Laws made by Jaqueline Shehorn, 2nd by April Sumpter, passed unanimously.

Motion to adjourn made by Riley Thomson, 2nd by Fernanda Almeida, passed unanimously.

Important Dates to Remember:

Thanksgiving Recess – Nov 21-23

FISH Activity – Winter Workshops – Tues Dec 4, 2018

Next Policy Council meeting will be December 19th at 6:00 pm.

Policy Council Chair – Dana Baldwin