

**Davis/Summit Head Start
Policy Council Minutes
October 16, 2019**

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

Welcome: Riley Thomson, Policy Council Chair, welcomed everyone and established a quorum. She excused Brett Lund and Teresa Oster who are out of town.

- Riley went over September PC minutes. Motion to approve made by Flora Green, 2nd by Emily Cotton, passed unanimously.
- Sarah Anderson, PC Vice Chair, went over the Policy Council Budget – Motion to approve made by Stacey Smith, 2nd by Amanda Lanier, passed unanimously.
- Marianne Henderson went over September Budgets. We are currently 25% through our Continuous Grant year. Head Start (7320) is 16.54% spent, and Head Start Training (7318) is 15.36% spent. EHS (7314) is 21% spent, and EHS Training (7315) is 31% spent. In-Kind for Head Start is at 14.94% and EHS is 20.84% received. Explained that EHS is higher because they start in July – but remind your parents to turn in their in-kind. Moti Diantha Mangelson, 2nd by Fernanda
- Went over the Purchase Card report. Motion to approve budgets made by Diantha Mangelson, 2nd by Fernanda Almeida, passed unanimously.

Community Reps

- **DSD School Board – John Robison/Cheryl Phipps** – John Robison said that they are sharing responsibilities this year. He thanked everyone for all the efforts put forth. They are working with Davis Foundation and looking for funds to help Head Start/Early Head Start. Cheryl Phipps thanked everyone for the opportunity to spend time at the Policy Council training.
- **DCLC – Amanda James** – Replace Marianne Crowther in July so she's still learning everything that they offer! They have English classes in the day and offer a variety of workshops, if you are interested in any, please reach out.

DSD SPED – Stephanie Moniker – SPED will have different people each month. There are 4 staff that service the Head Start program. If your parents have significant concerns, please make sure that they talk to their teachers.

- **Davis County Health Dept – Terri Sory** – It's great to be off to a great school year. Time to think about getting a flu shot! They are available at the Health Dept and Pharmacies and all over the county. Really encouraged everyone to get a flu shot – October and November are the best times to get the shots.
- **Safe Harbor – Miranda Sleeman & Tori Vance**– They are children's advocates. They have support groups for the kids weekly. They passed out a pamphlet with some information of services that they offer.

- **Marianne Henderson gave the director's report**

- ✚ New Hires: Kendra Toole –HS TA @ Woods Cross; motion to approve by Jacqueline Shehorn, 2nd by Stacey Smith, passed unanimously.

Marianne went over the enrollment report. HS Enrollment is at 99%. We are currently serving 59/401 Head Start children on IEP's. EHS Enrollment is at 99%. There are 9/101 Early Head Start children currently on IFSP's. Attendance for EHS Center Based was at 85.2% and Head Start was at 90.9%.

- She went over the USDA Reimbursement for September: USDA Reimbursement for September is: Head Start \$323.36 – YTD is \$456.84. Early Head Start \$925.50 – YTD is \$1389.84.

News from the Field:

- ✚ Lorna Koci – Director, Bountiful Food Pantry presented services that they offer. She said that she loves to come and be in your midst and so appreciates the good things that you're doing to help other. Discussed the food program and dental program available at the Food Pantry. Everyone needs help at some time. She pointed out the everyone in this room is a resource for someone that may need help. She'd like us to get more comfortable and help our families to be comfortable in asking for help when needed. There is a market at the pantry that is just like a little grocery store. She would love to have all our families be registered to access pantry services. Heather will work with her to make sure that all families are registered. Families can come twice a month for food. There are also other services available. They also have mobile pantries available as well as various pantries in some of the High Schools. She passed out fliers with information about their program. They are working very hard on the "No Hunger Zone" with pantry packs, principal's pantry, emergency food packs and vouchers. Question was asked about where food and funds come from: Lorna responded that many local grocery stores donate food (half of the donations) and the rest comes from community donations. Many local groups do food drives and the fall is the most popular time for food donations. They run a dental partnership with DTC. It's called Pantry Smiles and work with people in a Dental program. It is a fabulous program, they have dentists that donate their time and they have grants for crowns, etc. It is a great program and they try to help anyone without a dental home. If any families feel like they need help, they can call Karen Martin, Health/Nutrition Mgr. They are hoping to expand the program in the next few years. Bountiful Food Pantry has some great volunteer opportunities. It can really help the children to learn to volunteer. Monday night is a family pantry night, it is geared to children. If you are interested in volunteering, go to JustServe.org to sign up. If there are no openings, keep checking back as they release weeks as they go. She explained about "t-shirt" bags. You can cut up an old t-shirt and make it into a re-usable grocery bag. Pantry hands them out to clients to use when they come to the market, they will also use any extra plastic grocery bags that you have. Pantry to go is a program if people can't get out. Thanked everyone for the good that you are doing raising your families, as your kids are the future.

Business:

- Karen passed out fliers about the Car Seat Event. We are partnering with the Health Dept for free car seats and car seat checks. You can make an appointment with the Health Dept., November 16 from 10 to 2 at the FEC.
- Infant Massage Class is available. Reach out to Kristie Coleman.
- Create Better Health Nutrition Class starting in November. If you are interested, sign up as it will be a great class.

- Karen Martin explained about the Self-Assessment. The opening meeting will be October 30 at 9:30 am. If you would like to help, but can't make the opening meeting, you can still sign up as there are things you can do to help. There are class check lists, interviews, monitoring accuracy of files. We love to have our parents and community partners help. All data is compiled to help us see where we can improve.
- Riley said that we are going to push the By-Laws to next month. There was a change that we voted on last year that did not get updated, so we will vote on By-Laws next month once they are updated with the change that has already been approved.
- We would really like to push parents to use Ready Rosie this next month. Please encourage your parents to really try using it this month and see if they are getting good tips and if it is helpful. We need to make sure that parents know that we are paying for Ready Rosie as an additional help for parents. If you are doing activities from Ready Rosie they can count towards your in-kind hours.
- There are some opportunities for volunteering in the classroom. The teacher's may not have mentioned it, but Riley felt that maybe as a Policy Council we could encourage parents to volunteer and do things to help. Bulletin Boards, organizing portfolio's for kids, sanitizing toys, changing out centers, etc. are just some ideas that could be used for volunteering and help the teachers.
- Remember to support Literacy Conference on November 14 from 6:30-8 pm at Davis High Commons.

Motion to adjourn made by Shantay Lowell, 2nd Jamie Fitz, passed unanimously.

Important Dates to Remember:

FISH Activity – Weber State Football Game – Sat. Nov.9, 2019

Family Literacy Night – Thurs. Nov. 14, 2019 – 6:30 – 8:00

Next Policy Council meeting will be November 20th at 6:00 pm.

Policy Council Chair – Riley Thomson