

# Tacoma Public Schools

## Head Start Policy Council



### Policy Council Meeting Minutes – May 25, 2022

---

Meeting called to order at 10:45 a.m.

**Roll Call** - The following sites were represented at the meeting:

*13 sites with elected members, 3 sites in attendance*

- Geiger (Alt.)
- Madison (Rep.)
- Willard (Rep.)
- PC Chair

#### **March Meeting Minutes**

The minutes from the April meeting were approved.

#### **WIC**

The supervisor of the Mary Bridge WIC program gave a presentation on what WIC is and how families can utilize the services that WIC offers. Their offices are still operating remotely until October due to Covid. Due to the shortage of baby formula, WIC can help families find qualifying substitutes of baby formula when the approved brand can not be found. WIC contact information was shared with members.

#### **Director's Report**

Enrollment has been consistent. Tacoma Head Start has one of the highest enrollment numbers in the region. The attendance rate is just slightly under performance standards. With the increase in IEPs, the program is very close to hitting the required 10%.

Staffing has been a challenge. One of the new assistants hired for Madison is helping in the McCarver classroom for the rest of the school year. The program now has an enrollment advocate. This position is a 12-month position and will keep the application and enrollment process going smoothly through the summer. Over 800 preschool applications have already come through.

Results from the State Audit are in and there were no findings for the program.

Families receiving SNAP are now categorically eligible for Head Start.

#### **Budget Report**

The training budget has approximately \$17,000 left but some of that will be used in travel costs this summer (trainings/professional development). The program is working on spending down the general operating budget.

A credit card report showing all purchases made April 1 - 30 was included in the handout packet. There were no questions regarding credit card purchases.

#### **Component Reports**

**Health** – The Health Lead was at a conference and was unable to present. The Family-Community Specialist reminded parents about the upcoming changes to immunizations required for four-year olds attending preschool. Four-year olds will now need the same immunizations that are typical for kindergartners.

**Education** – Teachers should have finished their checkpoints for the spring. End-of-year conferences will be starting after June 1<sup>st</sup>. Teachers will go over the academic growth for the school year.

**Family-Community** – Advocates are wrapping up the Family Engagement Outcomes (strengths and needs assessment) which is used to set goals throughout the year. Classrooms will be having in-person family meetings in June to celebrate the end of the school year.

**ERSEA**

The Enrollment, Recruitment, Selection, Eligibility, and Attendance (ERSEA) lead reviewed with Policy Council members what qualifies a family for the program and how the enrollment and eligibility process works.

**Action Item: Approval of COLA and Quality Improvement Grant Application**

The Executive Board presented the opportunity to apply for the COLA grant and the Quality Improvement grant to the Policy Council for approval. The council approved the application for both the COLA and the Quality Improvement grant.

**Schedule Change**

The June meeting will be Friday, June 10 (not June 8<sup>th</sup>) at 11:30 a.m. in the Madison round building.

**Meeting adjourned at 11:30 a.m.**