

Tacoma Public Schools

Head Start Policy Council



Policy Council Meeting Minutes – December 12, 2023

Meeting called to order at 10:08 a.m.

Roll Call - The following sites were represented at the meeting:
19 sites with elected members, 9 sites in attendance (47.3%)

- Arlington (Rep. & Alt.)
- Downing (Rep.)
- Edison (Rep.)
- Franklin (Rep.)
- Geiger (Rep. & Alt.)
- Jefferson (Rep. & Alt.)
- Lister (Alt.)
- Stanley (Rep.)
- Travis (Rep.)
- PC Chair (Rep. & Alt.)
- PC WSA Rep. (Alt.)

Last Month's Minutes

Rep. K. Jackson from Edison made a motion to approve November's minutes. The motion was seconded by Rep. S. Bolong-Pleasant from Jefferson. The motion was approved.

Recruitment Policy

The Executive Board presented the program's updated Recruitment Policy and Procedures for approval. Rep. S. Bolong-Pleasant from Jefferson made a motion to approve the minutes. The motion was seconded by Rep. K. Jackson from Edison. Motion was approved.

Director's Report

Staffing: Roosevelt B position has become vacant again due to a transfer to Madison. Interviews for the open position are being scheduled and should take place right after winter break.

Enrollment: The program is almost fully enrolled. With the pending applications, the program anticipates all slots being filled in January.

New Grant Cycle: Leadership is working on the grant. Leadership will present the grant at the January 23 Policy Council meeting.

CLASS Scores: CLASS observations have been completed and scores will be shared with Policy Council at the January meeting.

OHS Program Information Report: OHS is updating the Performance Standards to address compensation for Head Start teachers and enhancing mental health services for staff and families. The changes are going out for public review and comments.

Budget Report:

A report showing non-discretionary (salaries and benefits), discretionary (supplies and services), and the training budget was shared with members along with the credit card report. The budget team from the District's budget office will be at the January meeting.

Component Reports

Health– Health Services Advisory Committee (HSAC) will be meeting on January 23, same day as the Policy Council meeting and the Community Resource fair. All Head Start parents are invited to join the committee. There are a lot of questions from both staff and families over when to keep your child home due to illness. The HSAC team, with parent input, will prioritize getting that information out to families. Currently, 33% of students have an up-to-date dental exam and 32% of students have an up-to-date physical exam. The goal is 90% of students with current exams.

Family-Community – Advocates are wrapping up partnership contacts with families (engagement outcomes, goal setting, DECA). Regarding attendance, Advocates will be creating student success plans with those families who are facing barriers to good attendance, getting to school on time, or getting picked up on time. 48% of Head Start students have only missed 10% or less of school. 31% have missed 10-20% of school, and 21% have chronic attendance problems.

Continued

Education – In January, Head Start doors will be closing 10 minutes after school starts. If a student arrives after that 10-minute window, then parents will need to take their student to the office and get a tardy slip. This will help prepare families for kindergarten, as this is the tardy process for kindergarten students. Thank you to families for taking the time to participate in conferences. All parents are invited to join the education committee after winter break to help write our new school readiness goals.

In-kind Challenge

The In-Kind trophy for November went to Travis Head Start. Congratulations Travis! Second place goes to Stanley and third place goes to Mann. December's winner will be announced at the January meeting.

Share Out

- Downing is having a "Cozy Day" during the last week of school before winter break. The students are very excited since this is the last special event before Ms. Jessica begins student teaching.
- Kudos to Advocate Rebecca for being a great resource for families and for being there every single day to talk with families. She has done a great job at communicating.

Meeting adjourned

Rep. V. Torres from Geiger made a motion to adjourn the meeting. The motion was seconded by Rep. A. Kamp from Franklin. The meeting was adjourned at 11:09 a.m.