

Tacoma Public Schools

Head Start Policy Council



Policy Council Meeting Minutes – May 21, 2024

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

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

18 sites with elected members, 8 sites in attendance (44%)

- Birney (Rep.)
- Downing (Rep. & Alt.)
- Edison (Rep. & M.A.L.)
- Manitou (Rep.)
- Mann (Rep.)
- Roosevelt (Alt.)
- Travis (Rep. & WSA Rep.)
- Willard (Rep. & WSA Rep.)
- PC Chair

Last Month's Minutes

Rep. Petersohn made a motion to approve April's minutes. Rep. Kamp from Franklin seconded the motion. Motion approved.

Director's Report

Enrollment: Current enrollment is holding steady and applications for next year are being processed. There are 38 current IEPs and a couple more that are currently in process.

Program Model Change: Due to increased payroll and benefits costs, the program is changing its model starting next year. The classroom will now have one Lead Teacher, one Assistant, and one Family Resource and Instructional Assistant. Currently, there is one Teacher, two Assistants, and a Family Advocate that is split between two sites. The Family Resource and Instructional Assistant position will support in the classroom and support family goals and resources as needed. This change will help families feel more supported because Family Advocates will no longer be split between two sites.

Head Start Leadership Team Displacement: Due to budget cuts, the Head Start leadership team is losing our Family-Community Specialist, Molly Megerth, for the next grant cycle.

Head Start COLA increase (COLA): The Office of Head Start is giving grantees a 2.9% cost-of-living allowance. For Tacoma Head Start this equates to approximately \$168,000. This 2.9% is not enough to cover the 3.9% cost-of-living allowance that the district is providing employees. The difference between the two must come out of the Head Start budget.

Budget Report:

The credit card report for March 1-31 was shared with members. The general operating budget, training and technical, and non-federal share budget report was not available in time for May's meeting.

Action Item:

Tacoma Head Start is seeking approval from the Council to apply for the 2.9% COLA. Rep. Woof from Mann made a motion to approve the COLA application. Rep. Pierce from Birney seconded the motion. Motion approved.

Component Reports

Education – Teachers will be reaching out to parents to schedule conferences. During the parent-teacher conferences, parents will be provided their student's final assessment and report card. Parents should also be receiving summer activities and helpful tips for preparing for kindergarten. Classrooms will be having their second round of CLASS observations. The fall observations were the pre-scores and this round will be the post-scores. Hopefully, this data will be available to share at the June meeting.

Continued

Health – The program is making progress in its goal to have a larger percentage of students with up-to-date physical and dental exams. The Health Specialist is assisting families with referrals and follow-up appointments. Following up on vision referrals is very important, in case your child needs glasses. Shout-out to Advocates for working on next year's enrollment while assisting current families with goal setting and referral follow-up.

Family-Community – Advocates are busy working on enrollment for next year and setting up transition conferences. Transition conferences should be completed by June.

In-kind Challenge

The in-kind winner for April is Manitou. The award is going to Manitou because of the consistency they've had in their numbers. A shout-out to Geiger for doubling their hours in April. Travis had the most hours at 373 and Stanley had 352. Below are the top in-kind sites for the school year so far (dollar values are rounded up):

5. Roosevelt - \$22,000
4. Mann - \$26,000
3. Manitou - \$35,000
2. Travis - \$59,000
1. Stanley - \$61,000

Site Share-Out

There were no site share-outs.

Meeting adjourned

The meeting was adjourned at 10:50 a.m.