



SENDCAA Head Start Birth to Five Policy Council

Tuesday, May 14, 2024

12:00 – 1:00 PM

Central Conference Room & Virtual “Zoom” Meeting

3233 South University Drive

If you are unable to attend, please call 235-8931.

Meeting Minutes

Welcome and Call to Order: 12:04 PM				Amber
Roll Call, Introductions, Status of Quorum				Amber
x	Amber E—Central	x	Megan F—Kappel	
	—Central		Kerriann S—West	
	—South	x	Jennifer V—Wahpeton	
x	Lacey F—South	x	Kelsee B—Lisbon	
x	Lindsey B—Comm Rep		Jamila G—EHS	
	Rebecca N—Comm Rep		Nassim M—EHS	
	Shantel F—Board			
Current Members Present			6/11	
Percentage Present			55%	
Non-voting members present: Sarah M, Koral S				
Quorum Present (51%+ membership)				
x	Yes		No, 2/3 of votes used to conduct business	
Review Previous Month’s Minutes				Amber
<ul style="list-style-type: none"> No discussion or questions. ➤ Motion to approve April minutes made by Lindsey and seconded by Lacey. All present representatives were in favor, the motion was carried. 				
Financial Reports				Sarah
<ul style="list-style-type: none"> Financial Statement ➤ Motion to approve April 2024 Financials made by Lacey and seconded by Jennifer. All present representatives were in favor, the motion was carried. Credit Card Statement ➤ Motion to approve April 2024 Credit Card Statement made by Lacey and seconded by Megan. All present representatives were in favor, the motion was carried. 				
Review Parent Involvement Reports				Sarah
<ul style="list-style-type: none"> In Kind Report Parent Earnings Report 				
Enrollment Report/Attendance				Koral
<ul style="list-style-type: none"> Attendance Report 				

<ul style="list-style-type: none"> • CACFP/USDA Report 	
Discussion & Approval of New Staff Hires & Resignations New Hires: Korlu Barjolo—Kappel Teacher Assistant, Paige Heyd—Lisbon Teacher, Roni Delaney—South Teacher, Winter Malone—Teacher Assistant Resignations: Ashlee Faulker, Hannah Eske <ul style="list-style-type: none"> ➤ Motion to approve new hires/resignations made by Lacey and seconded by Lindsey. All present representatives were in favor, the motion was carried. 	Sarah
Discuss & Finalize the Family Picnic at Lindenwood Park	Koral
Presentation & Discussion of Child Assessment Spring Checkpoint Data 2023-2024	Sarah
Presentation & Discussion on 2024-2025 Head Start Calendars <ul style="list-style-type: none"> • Motion to approve 2024-2025 Head Start Calendars made by Lacey and seconded by Lindsey. All present representatives were in favor, the motion was carried. 	Sarah
Presentation & Discussion on next year's Selection Criteria <ul style="list-style-type: none"> • Motion to approve 2024-2025 Head Start Calendars made by Lacey and seconded by Jennifer. All present representatives were in favor, the motion was carried. 	Koral
Discussion & Approval of Change in Scope <ul style="list-style-type: none"> • Motion to approve 2024-2025 Head Start Calendars made by Lindsey and seconded by Jennifer. All present representatives were in favor, the motion was carried. 	Sarah
Head Start Policy & Regulations <ul style="list-style-type: none"> • Information Memoranda • Communication and guidance from the Secretary • COLA/QI discussion & approval ➤ Motion to approve FY 2024 COLA/QI made by Lacey and seconded by Jennifer. All present representatives were in favor, the motion was carried. 	Sarah
Head Start/Early Head Start Monthly Program Overview	Sarah
Discussion on the Process of Approving the next 5-year Grant <ul style="list-style-type: none"> • June Policy Council Meeting • Self-Assessment Survey 	Sarah
Adjournment: 1:28 PM	Amber