



SENDCAA Head Start Birth to Five Policy Council

Tuesday, December 15, 2020

5:00 – 6:00 PM

via Zoom

---Meeting Minutes---

Call to Order/Roll Call - 5:02 pm

Lindsey

Voting Members Present

X	Wasifa H- Agassiz PD		Andrea L- Lisbon FD
X	Amber N- Agassiz PD		Venus T- South FD
	Sarah B- Central PD	X	Amanda B- South FD
	Kristy M- Central FD	X	Amber M- Wahpeton FD
	Danielle F- Early FD		Elisia L- West PD
	Delphine M- Early FD		<i>Open- West PD</i>
X	Kristin N- Jeremiah Program	X	Jennifer Freuh- FPS
Current Members Present			6/13
Percentage Present			46 %

Quorum Present (51%+ membership)

	Yes	X	No, 2/3 vote used to conduct business
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Non-Voting Attendees

Lindsey B- Head Start Staff
 Rebecca P- Head Start Staff
 Jody C- Head Start Staff
 Ray N- SENDCAA Board
 Renee F- T/TA OHS

Mental Health & Disability Services Training

Jody trained members on the Mental Health and Disability services Head Start Birth to Five offers families. She shares Mental Health focuses on social emotional well-being, and that this is initially assessed in the first 45 days with the ASQE and Ages and Stages materials. Her disability focus falls on flagging developmental concerns. She measures this within the first 45 days as well through the Brigance Screener.

Jody C

Review Previous Month's Minutes

Members reviewed last month's minutes. Time for discussion was offered, no discrepancies and discussion turned to motion.

Lindsey

<p>➤ Motion to approve November minutes A motion was made to approve the November meeting minutes by Amber M and seconded by Amanda B. Discussion was offered. Members voted in favor. Motion carried.</p>	
<p>Financial Reports</p> <ul style="list-style-type: none"> • Financial Statement • Credit Card Statement • In-Kind • USDA • Attendance • Parent Earnings Report <p>Members reviewed last month's financial documents. Lindsey detailed expenses were yet being accounted for to finish out the grant year that ended November 30. Lindsey detailed that we had started year 3 of 5 in our grant cycle.</p> <p>➤ Motion to approve Financials A motion was made to approve the Financials by Amber M and seconded by Amber N. Discussion was offered. Members voted in favor. Motion carried.</p>	<p>Lindsey</p>
<p>Discussion & Approval of New Staff Hires & Resignations New hires: Aleashia Seter, Melissa Matson Resignations: Joyce West, Ashley Cannizzaro, Mara Piro, Aleashia Seter Members reviewed new hires. Time for discussion was offered, no discrepancies and discussion turned to motion.</p> <p>➤ Motion to Approve New Hires A motion was made to approve the New Hires by Amanda B and seconded by Amber M. Discussion was offered. Members voted in favor. Motion carried.</p>	<p>Lindsey</p>
<p>COVID-19 Updates Lindsey updated members on classroom closures we have had, our process with the State Health Department and the new move to encourage masking students.</p>	<p>Lindsey</p>
<p>Teaching Strategies Gold Data Review Lindsey shared data and trends from Fall checkpoints with members.</p>	<p>Lindsey</p>
<p>Program Updates Program updates were shared with members.</p>	<p>Lindsey</p>
<p>Adjournment- 5:57 pm</p>	<p>Lindsey</p>