



# SENDCAA Head Start Birth to Five Policy Council

Tuesday, April 30, 2024

11:30 AM– 12:30 PM

Early Site Gross Motor Room & Virtual “Zoom” Meeting

3600 15<sup>th</sup> Street South

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

## Meeting Minutes

<b>Welcome and Call to Order: 11:36 AM</b>				Amber
<b>Roll Call, Introductions, Status of Quorum</b>				Amber
x	Amber E—Central	x	Megan F—Kappel	
	—Central	x	Kerriann S—West	
	—South	x	Jennifer V—Wahpeton	
	Drusilla L—South (resign)	x	Kelsee B—Lisbon	
	Lacey F—South	x	Jamila G—EHS	
x	Lindsey B—Comm Rep		Nassim M—EHS	
x	Rebecca N—Comm Rep		Shantel F—Board	
Current Members Present			8/12	
Percentage Present			67%	
Non-voting members present: Sarah M, Koral S, Brandon K				
Quorum Present (51%+ membership)				
x	Yes		No, 2/3 of votes used to conduct business	
<b>Discussion &amp; Approval of New Policy Council Members Resignations &amp; Replacements</b>				Amber
Resignations: Drusilla Lunday (South)—employment				
Replacements: No replacements for South or Central due to only having one meeting left for the remaining school year.				
<ul style="list-style-type: none"> <li>No discussion or questions.</li> <li>➤ Motion to approve resignations and new members made by Jennifer and seconded by Kelsee. All present representatives were in favor, the motion was carried.</li> </ul>				
<b>Review Previous Month’s Minutes</b>				Amber
<ul style="list-style-type: none"> <li>No discussion or questions.</li> <li>➤ Motion to approve March minutes made by Kelsee and seconded by Lindsey. All present representatives were in favor, the motion was carried.</li> </ul>				
<b>Financial Reports</b>				Sarah
<ul style="list-style-type: none"> <li>Financial Statement</li> <li>➤ Motion to approve March 2024 Financials made by Jennifer and seconded by Lindsey. All present representatives were in favor, the motion was carried.</li> <li>Credit Card Statement</li> </ul>				

➤ Motion to approve March 2024 Credit Card Statement made by Kelsee and seconded by Rebecca. All present representatives were in favor, the motion was carried.	
<b>Review Parent Involvement Reports</b> <ul style="list-style-type: none"> <li>• In-Kind Report</li> <li>• Parent Earnings Report</li> </ul>	Sarah
<b>Enrollment Report/Attendance</b> <ul style="list-style-type: none"> <li>• Attendance Report</li> <li>• CACFP/USDA Report</li> </ul>	Koral
<b>Discussion of Classroom Temporary Closure</b>	Sarah
<b>Discussion &amp; Approval of New Staff Hires &amp; Resignations</b> <b>New Hires:</b> Ashley Fetsch—Teacher (Kappel), Drusilla Lunday—BSA (Early) <b>Resignations:</b> Julie Hardy, Fatima Mohamed, Talia Krank, Rashawndra Rice ➤ Motion to approve new hires/resignations made by Jennifer and seconded by Megan. All present representatives were in favor, the motion was carried.	Sarah
<b>Discussion of the Summer Kickoff Picnic at Lindenwood Park</b>	Koral
<b>Discussion &amp; Review of Child Assessment Data</b>	Sarah
<b>Head Start Policy &amp; Regulations</b> <ul style="list-style-type: none"> <li>• Information Memoranda</li> <li>• Communication and guidance from the Secretary</li> <li>• Grant Applications/Correspondence</li> <li>• COLA discussion</li> </ul>	Sarah
<b>Head Start/Early Head Start Monthly Program Overview</b>	Sarah
<b>Adjournment: 12:30 PM</b>	Amber