

Klamath Family Head Start Grantee Board
Thursday, February 24th, 2022
1940 South Sixth Street
5:00 P.M.

Grantee Board Members Present: Brenda Jensen, Tara Holmes, Princess Osita-Oleribe, Vickie High, Brad Aspell, Lisa Swartz, Dena Haudenschild, Rowe Kinney

Staff Present: B. Bulter, S. Cox, J. McAuliffe, S. Potter, K. Solis, J. Hosack, J. Brancacio, S. Anderson, M. Miller, C. Coffman, J. Singleton, J. Fox, L. Tidwell

Brenda Jensen called the meeting to order at 5:03 pm.

Brenda introduced new Board Member Rowe Kinney.

Item #3

Additions to/Acceptance of Agenda: Proposed to add virtual learning to the agenda. Lisa moved to approve the agenda with the addition of virtual learning, Brad seconded the motion. Agenda passed.

Consent Agenda

Item #4

Approval of Minutes from November: No changes to be made to minutes. Brad moved to accept January minutes; Tara seconded motion. January minutes passed.

Item #5

Fiscal Report: Jessica McAuliffe explained that federally we should be at 42% spent, we are currently at 37%. For state we should be at 58% spent, we are 45%. Preschool Promise is 53% spent. Head Starts USDA-CACFP reimbursement projection is 170,000.00, we have received 78% of that year to date. Brad moved to accept the financial report, Dena seconded, motion carried.

Item #6

Director's Report: We've been looking at surveys to take to the Budget & Planning Meeting. Have been attending conferences online. Directors will have an opportunity to attend a retreat in April or May. Budget & Planning Meeting has been moved to Tuesday, March 15th & Wednesday, March 16th at 9:00AM. The location will be at the Fairfield Inn. Sylvia will be sending out an agenda and anyone who would like to come please reply that you will be attending. Lunch will be provided.

We started the mandatory COVID testing for those that are not vaccinated and Mollie has been making accommodations for those having concerns. We have not lost any employees due to the new mandate. We may be changing to rapid tests soon, it's all up to the state.

Every Board Member will be getting a Board Book.

We got approval to get our new sign out front. It's not electronic but it will have lights around it.

Public Comment Period: none

Action Agenda

Item #1

J. Hosack gave an overview slide presentation of the Community Assessment Plan and Selection Process. The acronym ERSEA stands for:

- Eligibility
- Recruitment
- Selection
- Enrollment
- Attendance

Jordan spoke on each area and how the point system works. The ERSEA team would like to propose additions to the eligibility priority criteria.

Head Start and Early Head Start

- Signing application, consent to receive messages from our system
- New combo points (10 points each):
 - Lack of affordable housing
 - High debt
 - Past Head Start Family

Head Start Additional Points

- Did the child transition from Early Head Start? (100 points)
- Will help prioritize continuity of services for EHS transitioners

Early Head Start Additional Points

- Will the child turn 3 years old before January 1st, 2023? (100 points)
- Will help ensure full enrollment by allowing more EHS children to transition to Head Start mid-year if necessary

Board members were asked to vote on these additions to the application process. Brad moved to accept the proposed additions to the eligibility criteria form, Princess seconded. Motion carried.

A question was asked, “Do we have to take these changes to the State or Feds?” No, we don’t ever change anything that’s required on the application. The changes we make are to meet our community needs.

Non-Action Agenda

Item # 1 Monthly Reports

ERSEA: There are 47 children on the EHS waitlist and 24 are over income. There are 48 children on the head start waitlist and 32 are over income, 5 are only interested in duration. EHS is fully enrolled. We will start taking applications for next year after spring break. We will be putting the updated application on our website.

Disabilities: EHS has 2 with IFSP's, Head Start has 5 referrals and 40 with IFSP's. 42 out of 412 puts us at almost 10%.

Education: So excited to have coaches and new staff so the coaches can coach and not have to sub (Thank you Mollie!). Working on getting to outlying sites to do observations. Working on Coach Agreements, self-assessments and helping with health, hearing & vision.

Health/Nutrition: Last month we were reimbursed \$23,736 for meals through CACFP. Konnect Dental will be here to finish, working on getting them to outlying sites.

EHS: S. Cox gave report that M. Gomez has been busy in conferences and meetings and attended a City Counsel meeting in Bonanza. In discussion with the owner of the lot to see if we can lease it. Waiting on State to approve EHS funding for the Bonanza lot. Talking about buying a modular to put on the lot that will fit 2 classes.

FACE: 300 parents completed the survey that will be used for next year. Merrill is completely staffed with 5 staff enrolled in CDA to be completed in May. There are 37 total staff enrolled in CDA taught by M. Gomez.

Lakeview: They are looking into the building; we are in our 5th year of the community block grant. Looking into where we are at getting the papers signed, then it will be our building. Preschool promise slots are filled.

Mental Health: C. Coffman has 29 referrals. Right now, she is waiting to hear back from Lutheran Community Services and KBBH on how many of our families are using their services. Looking forward to having Conscious Discipline in person. There has been a trickle-down effect being fully staffed, managers are getting to use their skills and coaches are finally able to coach.

T&C: Going through a transition with their coach J. Singleton. leaving but D. Munson has started, and they are adjusting well. Classes are full and T&C is officially fully staffed. A lot of the yellow lanyards have earned their green lanyards which has been very helpful. All caught up on hearing and visions. There are 8 staff enrolled in CDA and 2 aides have decided to attend college to move up in our program.

Classroom Managers: J. Singleton. and J. Fox are so happy to be fully staffed and have coaches able to be coaches, it has improved moral. J. Fox is happy to have Jenn S. they have split up their workload and it has made it easier to manage. J. Singleton. is happy to be here and have a dedicated job.

IT: We have signed a new phone system contract. We have 2 new conference TV's, one for main site and one for T&C. We purchased 10 new computers which is nice because we've been short, but 1 was broke so we are dealing with replacing that. We are waiting for more cameras and the main panel.

Hiring Report: Hired 3 aids this month. Two are brand new with experience raising their own children. There are a bunch in the hiring process. Will have a report next month.

Adjourned 7:02 pm

Name: Brenda Jensen, Board Chair

Date: _____

Signature: _____