

Klamath Family Head Start Grantee Board
Thursday, January 27th, 2022
1940 South Sixth Street
5:00 P.M.

Grantee Board Members Present: Brenda Jensen, Tara Holmes, Princess Osita-Oleribe, Vickie High, Brad Aspell

Staff Present: B. Bulter, S. Cox, M. Gomez, J. McAuliffe, S. Potter, K. Solis, J. Hosack, J. Brancacio, S. Anderson, R. Cooper, M. Miller, L. Tidwell

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

Item #3

Additions to/Acceptance of Agenda: Proposed to add three policies to the agenda; Masking for Children; Staff Vaccination/Testing; COVID Paid Leave. Tara moved to approve the agenda with the policy additions, Vickie seconded the motion. Agenda passed.

Consent Agenda

Item #4

Approval of Minutes from November: No changes to be made to minutes. Vickie moved to accept November minutes, Tara seconded motion. November minutes passed.

Item #5

Fiscal Report: We are 3% underspent on the Federal side and 12% underspent on the State side. We are about 5% underspent on the Preschool Promise side. We are still waiting for the Charitable Checkoff payment for our sign out front. CACFP is overspent by 30k due to food and supply costs being more than we are reimbursed. We spent the rest of our American Rescue Act funds on the Retention Incentive that we approved and paid to staff in December. Tara moved to approve the fiscal report, Vickie seconded the motion. Fiscal report passed.

Item #6

Director's Report:

We changed our Winterfest to be held during the day this year due to inclement weather and so we had fewer attendees to our drive through than last year, but still passed out lots of food. We held our Winter Cluster activity day as planned and had lots of participation. We participated in the Snowflake parade again this year and had lots of staff and parents helping decorate the float and dress up like Rudolph and Frosty to greet the parade goers. January has been a very busy month for us with training and COVID mandates and staff shortages. We are waiting to hear on the expansion grant and we have ERSEA training upcoming for staff, board members are welcome to attend. We had a situation with an angry parent, we told our federal specialists about it, they determined it unfounded, but the parent pulled their child. We would like to try again in March with another retention incentive payment for staff if funds are available.

Public Comment Period: none

Action Agenda

Item #1

Self-Assessment Plan: Self-Assessment is required annually, but we can decide what areas to look at. We are still waiting to hear about if we will have a federal review, so we want to be well prepared. We are proposing to use a self-assessment tool provided by Head Start for grantees that are in the middle of their 5-year grant period called Fiscal Year (FY) 2022 Focus Area Two Monitoring Protocol. The reviewers will look at all these areas, so we would like to use it to help prepare us for review. Asking for. Vickie moves to approve that we use the 2022 Focus Area Two Monitoring Protocol for self-assessment, Tara seconds the motion. Self-Assessment plan passed.

Item #2

Masking for Children policy: Public school children have had to wear masks for a long time, but we now must mask children 2 and up since they can't be vaccinated. We have expressed concerns to our federal bosses regarding child development and safety and they took our concerns to their bosses who emailed us back that we still have to mask them. We had to start planning to implement the policy back in November. We sent a letter out around Thanksgiving, but didn't hear back from many parents. We will encourage wearing masks and teach the importance, but we will not be dropping children who don't wear masks. Some parents are now refusing and threatening to pull their child out if we require a mask and we are documenting parent refusal and convos we have with our federal bosses. Princess moves to approve the Masking for Children policy, Brad seconds motion. Tara and Vickie want it noted that they approve of our decision to give parents the choice so we are not losing children, especially since masks are not developmentally appropriate for this age group and adds barriers for those who are already marginalized and have barriers. We are supposed to be providing services however we can to the families, not creating barriers, so it is good that KFHS is encouraging and teaching masking for children rather than making it a condition of enrollment.

Item #3

COVID Paid Leave policy: Updated the policy to remove some of the restrictions to allow everyone to use COVID paid leave regardless of the source of exposure. We are going back to September to pay it out for those who couldn't use it before. It is still one-time use of up to 8 paid days. Vickie moves to approve the changes to the Paid Leave policy for COVID, Tara seconds, motion passed.

Item #4

Vaccination/Testing policy: Added weekly testing requirements and protocol to the policy for unvaccinated staff per Office of Head Start mandate. Tara moves to approve the addition of the weekly testing requirements and protocol to the Staff Vaccination policy, Princess seconds the motion, Vickie opposes the motion. Majority votes in favor, motion passed.

Non-Action Agenda

Item # 1

Expansion Grant – We expect to hear back on our Duration and EHS expansion request in early spring. Our request for additional Preschool Promise slots has been submitted; the plan is to combine Head Start and Preschool Promise classrooms to better disperse

our over-income students where needed- we asked for more than 10 even though there aren't many available in our hub.

Item #2

Bonanza property update: Hoping to get grant for 0-3 in Bonanza and we asked for startup money to purchase land and a modular in the area. If we are not approved for facility monies through the grant, we have a possible back up offer with a landowner who has 2 big lots and may purchase a modular and lease it to us to own. Policy Council parent from Bonanza works for the construction company and has done most of the foot work getting this offer put together for us. The landowner is currently asking to have it rezoned in preparation for us. Even the town Mayor is excited at the prospect.

Item #3:

Budget & Planning: Upcoming dates are March 9th and 10th and all board members are invited to it. As the date approaches we will send out an agenda and reminder.

Item #4

Monthly reports: See reports

ERSEA: We are still not fully enrolled, only down 14 slots. People dropping due to transportation. ERSEA team is gearing up for next year and will have a training soon for staff. We are taking more over-incomes due to federal poverty guidelines. Selecting a lot of children close to 3 years for EHS and moving them to the Head Start program once they turn 3 so that we can get more kids enrolled. They are all picking up for loss of ERSEA staff and the EHS waitlist keeps growing.

Disabilities: 15 Head Start kids in referral process to ECI, 32 with IFSPs bringing us to 9.8% served with disabilities, 2 EHS children in are in the ECI referral process and 3 have IFSPs bringing the number of children served with disabilities to 4.7%.

Education: Finishing TS Gold Check points, Teachers are all done with TS Gold Interrater Reliability, Assistant Teachers and Aides are now working on it. Training and working on Conscious Discipline, especially during times of quarantine. Coaches are busy subbing for absent staff rather than being able to do their regular coaching duties, so they are finding creative ways to get staff the coaching training they need. Virtual Learning policy is coming- learned from past experience and that in case we have to quarantine or shut down we need to have a policy for virtual learning. The policy involves providing a Circle time via Zoom, Child and Family Counselor will provide virtual services as needed or provide lesson, Ready Rosie will be provided for parents to learn and implement an activity with their child and there will be an Educational activity bag for every household along with regular check-ins with the family.

Health/Nutrition: 18k reimbursed for December, we have an overdue immunization list though many are already done. Brenna is doing 2nd round of dentals at all Klamath county sites.

EHS: Full, huge waitlist, transitioning kids to Head Start to help with enrollment.

FACE: see report

Lakeview: Winterfest had great turn out, won 3rd place at the Light parade. Had to close class last week due to COVID. Looking at whether we can accommodate the summer lunch program again this year as we will now own our building. Doing training during quarantine and working together getting through changes.

Mental Health: Impressed this week by a classroom's Parent group; they had a baked potato bar and it was all parent led and they presented on training topics, Teachers discussed Sky Lakes Financial Assistance. We have been understaffed all over and so has been trying to help teachers with secondary and vicarious trauma, teaching them how to turn it off and on. Trying to help support them and retain them. We have a new teacher area and has recently re-done the training station for new aides to make it warm and inviting. Watching webinars, working on infant and early childhood mental health consultants certification, still working with Lutheran Family Services, foster care families, and DHS.

T&C: Duration classes fully staffed now, taken off stress and lets people do their jobs, closed some classes due to COVID this week.

Classroom Manager: Lots of great staff helping cover.

IT: Supposed to start on the Security system update, but the parts are on backorder so waiting, also waiting on Region 10 approval for phone system.

Vickie moves to move monthly reports to top of Non-Action Agenda from now on. Princess seconds motion, motion passed.

Adjourned 7:30 pm

Name: Brenda Jensen, Board Chair Date: _____

Signature: _____