**Klamath Family Head Start Grantee Board**

**Thursday, October 27th, 2022**

**1940 South Sixth Street**

**5:00 P.M.**

**Grantee Board Members Present:** Brenda Jensen, Tara Holmes, Brad Aspell, Dena Haudenshild

**Staff Present:** Sylvia Cox, Jessica McAuliffe, Mollie Miller, Jennifer Singleton, Jennifer Fox, Melinda Gomez, Stephanie Potter, Katrina Solis, Aerial Coffman, Sunni Anderson, Gary Lueker, Kelli Carpenter, LeeAnne Tidwell

**Brenda Jensen called the meeting to order at 5:26 pm.**

**Item #3**

**Additions to/Acceptance of Agenda:** The agenda was accepted as written.

**Consent Agenda**

**Item #4**

**Approval of Minutes from September:**  No changes to be made to minutes. Brad moved to accept September minutes, Tara seconded motion. September minutes passed.

**Item #5**

**Fiscal Report:** On the Fed side we are underspent at 5%. On the State side we are at 12%. Preschool Promise is at 6% spent. USDA is at 12% spent and this is due to food costs going up. Dena motioned to approve the fiscal report, Brad seconded, and the motion carried.

**Item #6**

**Director’s Report:** See Director’s Report.

The Criminal Background Registry is looking for people to hire but they also must go through the process of the background check, so this has delayed hiring for several Head Start programs.

Department of Education background checks do not transfer from public school to early education.

We’ve had a lot of drops already this year, but we’ve had plenty on the waitlist to pull from and stay fully enrolled.

**Non-Action Agenda:**

**ERSEA** – See ERSEA Report

The ERSEA Team is attending a training in Vegas, so they are not in attendance. They have been helping teachers with enrollment visits. Our attendance was at 90%, we must stay at 85%.

**Disabilities** – Head Start: 48 with IFSP’s and 40 in process. Early Head Start: 9 with IFSP’s and none in process.

Transportation: We are in the process of selling 4 of our buses to another school.

We have been able to take field trips, one to Moore Park for a nature walk. We can now transport children from other sites to the Main Site for physicals.

**Education** – See Education Report.

**Health/Nutrition** – See CACFP Report.

**EHS** – See EHS Report.

We have the permits for the expansion, and we are working on the plumbing. Hopefully we will be ready by the first of the year.

The community baby shower was a success. More than 150 families were able to get wipes and formula. We still have 2 cases of formula that we can donate to a family in need if you know someone.

**Lakeview –** They are fully enrolled, new staff is starting. Parents are starting to volunteer and spend time in the classroom. They had a fire safety day and the children had fun checking out the fire trucks.

**Merrill & Bonanza –** See Report.

**Main Site –** Katrina and Jennifer S. have been meeting with staff and working with them to find out how to best support them. They are having conversations with staff about their needs.

They have spent a lot of time covering in classrooms and on the bus.

**T&C** – Working with staff on how to best support them. Focusing on staff and parent moral. Have been welcoming parents in the mornings and have some consistent volunteers.

Staff attended ALICE Training.

A pot belly pig joined the school for a day. Also, parents dressed up as Elsa and Ana and came for a day and the children loved it.

**Mental Health** – Has been busy helping in the classrooms, working with students and staff at Main Site and at our T&C location.

**Systems Administrator** – Getting things updated (phones, computers) and we may be getting new cameras.

**Hiring Report** – Only been able to hire 1 person since our last meeting and they have since been terminated. There are 17 in the hiring process. There are 2 that already have background checks and should be able to start on Nov. 7th. We have lost a lot of people to the waiting process.

**Public Comment Period:**

Tara Holmes presented a check in the amount of $75,000 to Klamath Family Head Start on behalf of Klamath Defender’s Services. This money will not be used for operation expenses or employee benefits, but rather to benefit the children directly.

**Action Agenda**

**Item #1**

**IPM Plan:** See Integrated Pest Management Plan

Brad motioned to accept the IPM Plan, Tara seconded, and motion passed.

**Item #2**

**IPM Policy:** See Integrated Pest management Policy

Dena motioned to accept the IPM Policy with typo corrections, Tara seconded, and the motion passed.

**Item #3**

**IPM Coordinator:**

Gary Lueker was elected as the IPM Coordinator. Brad motioned for Gary Lueker to be the IPM Coordinator, Dena seconded, and the motion passed.

**Adjourned** 6:39 pm

Name: \_\_\_Brenda Jensen, Board Chair\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_