



POLICY COUNCIL MEETING MINUTES

April 17, 2018

5:00 **Arrival, greeting:** Lisa Giboney, Elizabeth Connealy, Sarah Bash

- Policy Council attendance sign in sheet (all in attendance)
- In-Kind sheets (parent and community representatives) signed
- Table Tents distributed
- Policy Council packets distributed

Dinner Provided

6:00 - **Joy Kyhn, Head Start Chairperson** Calls meeting to order

Old Business: New Hire Approvals

Name	Position	Start Date	Date Approved	1 st Motion	2 nd Motion
Marilynn O'Neil	Teacher's Aide McCook	April 11 th 2018	April 6 th 2018	Enid Macken	Kristy Koch
Heather Wilson	Temp. Teacher's Assistant Cozad	April 11 th 2018	April 6 th 2018	Enid Macken	Kristy Koch
Teresa Strackbein	Temp. Cook Holdrege	Unknown	April 6 th 2018	Enid Macken	Kristy Koch

New Business:

Financial Statement and Budget overview – Lisa Giboney (including explanation of HS & EHS budget categories, program and budget years)

- Approval of the March Financial Reports and February Credit Card Statements
Motion to Accept: Shelby Brown
Motion Second: Jenessa Lentz
Motion Carried: Yes
- Approval of the March EHS/HS monthly reports (enrollment, meals & snacks, attendance, health)
Motion to accept: Enid Macken
Motion Second: Angela Hall
Motion Carried: Yes
- Approval of the new hire Kandi- Brumals-Jonak

Name	Position	Start Date	Credentials
Kandi Brumels-Jonak	Kearney Teacher Assistant	April 23 rd 2018	Ran certified in home daycare

Motion to accept: Lily Kriha
 Motion Second: Enid Macken
 Motion Carried: Yes

- Approval of the updated Job Descriptions

Motion to accept: Shayla Bilstoft
 Motion Second: Ranae Aspen
 Motion Carried: Yes

- Approval of the Program Philosophy

Motion to accept: Bethany Maxby



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Motion Second: **Shayla Biltoft**
Motion Carried: **Yes**

- Approval of the Grant

Program Type	Funded Enrollment	Base Award Amount	TTA Award Amount	Total Award Amount
Head Start	322	\$2,891,372	\$38,382	\$2,929,754
Early Head Start	48	\$666,639	\$16,001	\$682,640
TOTAL	370	\$3,558,011	\$54,383	\$3,612,394

Motion to accept: **Shelby Brown**
Motion Second: **Gabriel Costante**
Motion Carried: **Yes**

- Approval of the returning 2018-2019 children

Motion to accept: **Bethany Maxcy**
Motion Second: **Shelby Brown**
Motion Carried: **Yes**

- Approval of the Program Goals

Motion to accept: **Enid Macken**
Motion Second: **Caroline Saben**
Motion Carried: **Yes**

- Approval of the Community Assessment – Approved with the understanding that some changes need to be made

Motion to accept: **Jenessa Lentz**
Motion Second: **Shelby Brown**
Motion Carried: **Yes**

- Approval of the updated Job Descriptions

Motion to accept: **Lily Kriha**
Motion Second: **Jenessa Lentz**
Motion Carried: **Yes**

- Office of Head Start Notebook reviewed

- This is a notebook that has letters from the office of Head Start, minutes of the board meetings and more. This is information that we just wanted to get out to the members of the Policy Council.

Lisa Giboney, EHS/HS Assistant Director – Updates State, Regional, and National

- Discussion about staffing and how we are advertising for positions that are open. Facebook is the biggest way we reach people though we still advertise in papers.
- Motion to Adjourn the Meeting

Motion to accept: **Gabriel Costante**
Motion Second: **Effie Lafore**
Motion Carried: **Yes**