**First Start Partnerships for Children and Families**

**Policy Council Zoom Meeting
Minutes**

**Monday, November 15, 2021**

 **10:00-11:00 am**

**Members in Attendance:** Ora McPherson, Lindsay Weaver, Franke Jordor, Daly

**Staff in Attendance:** Diane Hummel, Jessica Kreigline, Ana Herrera

1. **Welcome** Meeting called to order at 10:00am
2. **Old Business**
	1. Officer Elections: Diane Hummel shared the Policy Council Election results.

President: Holly Dockery

Vice President: Angela Dinish

Secretary: Lindsay Weaver

Board Liaison: Franke Jordor

Parent Committee Liaison: Ora McPherson (appointed during meeting)

Treasurer: Remains Vacant

* 1. October minutes: The minutes from August were reviewed. Ora approved the minutes. Franke seconded the motion. Motion passed unanimously.
	2. October Financials and Credit Card Expenditures: Jessica Kreigline gave an overview of the financials. Fraud was discovered in 5, 000 worth of charges, card has been closed and a new one ordered. Audit began November 1, review of audit with Policy Council will take place in January. Lindsay approved the financial report. Franke seconded the motion. Motion passed unanimously.
	3. NAEYC Accreditation Committee: Diane Hummel presents we are still looking for parent representation on the committee. Lindsay Weaver and Ora McPherson volunteer to be a part of the committee.
1. **New Business**
	1. Parent Committee Funds: Jessica Kreigline presents the PCM funds for parent services. Policy Council decides how to use funds totaling, 4103.00. Decision needs to be made on the amount allotted to each classroom.
2. The question was asked what the funds we for: Jessica replied, Funds are used for needed classroom supplies and other things that need purchased for Parent Committee Meeting events. Ex: hot cocoa drive through with different stations.
3. Ora asked how many rooms are involved. 14 HS Classrooms, 3 EHS classrooms, 4 home based.
4. Franke asks if we should find out what teachers need for classrooms. Jessica: materials for classrooms is in a different budget, this budget is for Parent Committee Meetings specifically.
5. Ora suggest $243 dollars per room, the funds won't be used by the policy council as we are not meeting in person at this time..
6. Frank- policy council cant meet beside zoom. Can we look to meet in person? 6/7 people could be spaced out. Diane replies we have begun the conversation but are still making decisions. Diane suggests some funds can be saved, just in case we do resume to in person meetings
7. Ora- make sure everyone has an equal shared amount
8. Jessica calculates and suggests $121 per room, leaving $2037.00 for PC meetings.
9. Motion to accept Franke. Lindsay seconds. Motion passes.
	1. NAEYC Accreditation Timeline: Diane Hummel requests that we have approval of pushing back the NAEYC Timeline so the program can focus on what the staff are needing right now in terms of staff wellness and the social-emotional well-being of the children in our care. Ora approves the request. Lindsay seconds.
	2. Governance Training: Diane Hummel presented the required governance training. Training could be taken as a whole group or individually via the Governance Training on ECKLC. Diane asks the group what the preference was and it was unanimously decided by all to take individual in lieu of a December meeting. Diane will email out the link and certificates should be sent to her at dhummel@firststartpartnerships.org
	3. January Meeting Day: Diane Hummel presented that our next meeting date would fall on Dr Martin Luther King Day which is a holiday for the program. Franke proposed the day after at the same meeting time. Lindsay seconded the motion. Meeting time passed as Tuesday, January 18, 2022 10:00am-11:00am.
10. **Director’s Report**: Diane reports enrollment: HS 215, EHS Center Base 23, Home Base 40. Self- Assessment scheduled for December has been rescheduled to January. Country Creek Family Event was well great event with an awesome turnout of adults and children.
11. **Member Discussion/Questions/Suggestions**: No discussion presented
12. **Next Meeting**: January 18, 2022 10:00-11:00am
13. **Adjourn:** Meeting adjourned at 11:00am.