

First Start Partnerships for Children and Families
Policy Council Zoom Meeting
Minutes
Tuesday, February 16, 2021
6:30 – 7:30 pm

Members in Attendance: Holly Dockery, Alicia Day

- I. **Welcome** Holly Dockery called the meeting to order at 6:34 PM
- II. **Old Business**
 - A. January minutes: The minutes for January were reviewed and approved with a motion by Alicia, seconded by Holly. Motion passed unanimously.
 - B. January Financials and Credit Card Expenditures: Jessica Kreigline presented the January financials and credit card expenditures. Alicia made the motion to approve the financials as presented with a second from Holly. Motion passed unanimously.
- III. **New Business**
 - A. Self-Assessment Review: Nicole Nicholson reviewed the results from the self-assessment and noted that the focus for this year was to review any items that were unmet last year on the Program Improvement Plan. She shared that due to the meeting being held virtually, there was more staff input than in the past, which gave great insight during the process. Nicole noted that all items were considered fully met with the exception of one (Does the grantee provide economic mobility resources to help families with pathways out of poverty). She shared that as a result, they are looking at partnerships including banks and Career Link. Nicole then continued to give a summary of the items that were reviewed and considered to now be fully met.
 - B. Review of Reopening Plan: Diane Hummel reviewed the plan to reopen classrooms and noted the transitional nature of the plan to bring staff and children back. Holly asked if additional cleaning is being scheduled and Diane explained the added steps that the cleaning company is taking to ensure the classroom environments help the children stay safe and healthy.
 - C. Governance Training: Nicole proposed that the Policy Council members complete an online Leadership Training through Head Start to meet the annual training requirement. Holly thought it was a great idea that made the training easily accessible for everyone. Nicole will send the link and details to Policy Council members.
 - D. Core Values: Diane shared the Core Values that the organization is hoping to adopt and asked for feedback. Holly expressed that she thought they represented the organization very well. Alicia said that the part about compassion really stuck out to her, especially during this time of Covid-19.
 - E. Future Policy Council Meetings: Nicole asked for suggestions about ways to engage additional families while noting that meetings will remain virtual for the rest of this year. Holly suggested surveying families to ask what time of day works best and what barriers keep them from attending meetings. Nicole suggested if the survey came from families, it might be more impactful. Holly and Alicia decided

that a short video from Holly and Ora explaining what Policy Council is along with a survey sent via Remind and email would be good to do. Nicole will work on drafting a survey and send it to Policy Council for approval.

- IV. Director's Report:** Nicole reported that EHS is not fully enrolled at this point, but applications continue to come in. She noted that reopening is the big focus right now. Diane reported that Head Start's enrollment numbers are slowly increasing and that staff are gearing up for returning to the classrooms. Teachers in both programs are currently engaging in professional development surrounding health and safety practices in the classrooms.

Diane shared that 8 Leadership staff are embarking on a year-long professional development program titled the QI Network. She noted that the team just completed the orientation and as part of the program, the organization receives a data dashboard that promotes informed decision-making.

Nicole shared that EHS is hiring a Classroom Support Staff and Diane noted that HS is hiring a CSS, Assistant Teacher and Health Coordinator.

- V. Member Discussion/Questions/Suggestions:** None
- VI. Adjourn:** Holly Dockery adjourned the meeting at 7:21 pm.