

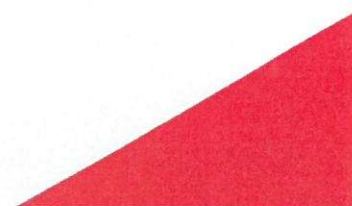
From: David Brock
Date: 3/18/24
Re: Policy Council Brief

Consent Agenda Items: The following items are in the consent agenda for the Policy Council to vote on.

- Directors Report: Update on items that we are required to report on each month.
- Purchasing Card Statement: Statement of purchases made using Head Start funds from Jan.-Feb.
- February meeting minutes

Comments/Attachments

- Fiscal Policies: proposed changes are either crossed off and/or in green. Changes are being recommended to be up to date with current practices and due to bringing on a new CFO.
 - F 002 Accounts Payable: change to approval process to include CFO transition from paper copies to digital copies
 - F 004 Credit Card Policy: changes to become current with practices
 - F 005 Community Fiscal Record Keeping Policy: Addition of monthly statements
 - F 008 Reimbursement: Changes to update current practice.
 - F 009 Community/Family Agreements: Changes to tuition for McPherson and Marion for the 24/25 school year.
 - F 010 Ongoing Fiscal Capacity: Revision to become current with practices
- 24/25 Cost Allocation Plan: Cost allocation plan for shared salaries and in-kind for the 24-25 school year. With Policy Council and Board approval the Cost Allocation plan will take effect July 1, 2024
- Full Enrollment Initiative:
 - FEI Plan: Working plan that is reviewed each month and adjusted based on data
 - End of Month Enrollment report: Used to track funded enrollment over time.
 - 24-25 Projections: As students are added we review this document to look at projections and see how many spots we are still needing to fill.
- Committee Updates: Agendas and meeting notes for the previous Conscious Discipline Action Team and Health Services Advisory Committee are included.





MCPHERSON AND MARION COUNTY
EARLY CHILDHOOD PROGRAM

915 East First
McPherson, KS 67460
Ph: 620-241-9590
Fax: 620-241-9565

From: David Brock
Date: 3/18/24
Re: Directors Report

Enrollment as of 2/29/24:

	Head Start	Dual	SPED	State Pre-K	Community	Total
EES 3	5	1	2	4	0	12
EES 4	4	1	2	4	3	14
LES Rank	3	1	4	4	3	15
LES Kramer	11	0	2	2	1	16
RES 3	5	6	1	2	1	15
RES 4	8	3	2	2	0	15
RES 3/4	6	3	3	3	0	15
WES 3	5	2	0	8	0	15
WES 4	4	1	3	5	0	13
HES AM*	3	1	0	0	0	12
HES PM*	2	1	1	0	0	9
HES F.D.*	8	2	1	0	0	16
MES AM	7	0	2	0	3	12
MES PM	12	2	0	0	2	16
Total	83	24	23	34	13	195

* Currently we have 107 out of 115 Head Start slots filled. We have started working on our full enrollment initiative plan and from the end of January-the end of February our funded enrollment went from 103-107

*If students qualify for Head Start they also qualify for state pre-k.

*HES total enrollment does not include students who qualify for community or state pre-k. USD 410 manages that information. The total enrollment listed is accurate, we just break out number of students that qualify for Head Start

Attendance Rates ending 2/29/24:

Head Start requires that average daily attendance is at 85% monthly.

- Average Daily Attendance for Head Start Students only was 91%
- Average Daily Attendance for all students in the program was 92%

Wait List as of 2/29/24

There are currently 4 students on a waitlist for the program. While not all of our classrooms are full we do need to leave a certain amount of slots open as we currently still need to fill 8 head start slots to meet our Head Start funded enrollment of 115.

Funding	3 Year Old	4 Year Old
Head Start	0	0
State Pre-K	0	0
Community	4	0
Out of District	0	0

In January and February:

- Offered spots to five families on the previous waitlist. One family accepted a spot for this year and the student was enrolled in February.
- Two families declined the spot (remain at current placement) and asked to be removed from the waitlist.
- One family did not return messages that were left.
- One family offered a spot, but declined as it was not at their home school.

Health Requirements 45/90 Day 2/29/24:

We are required to conduct Hearing and Vision Screenings within the 1st 45 days of students attending class. Physical and Dental examinations along with Immunizations on all students should be completed within 90 days of students attending class.

45 Day Hearing and Vision Screenings	Head Start: 98% All: 97%
90 Day Physical and Dental Exams	Head Start: 58% All: 62%
90 Day Immunizations	Head Start: 94% All: 94%

Budget Report: 2/29/24

Head Start Funding for this year is as follows:

Total Budget	\$1,487,245.87
Amount Spent So Far	\$739,788.75
Percent Used	50%

Personnel Changes:

Resignations/Retirement:

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Alicia Hecht	RES Family Advocate	2/23/24
Rachel Anderson	EES 3 Instructional Aide	3/15/24

Transfers:

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Nichole Trenckmann	From: K-5 Para To: RES Pre-k-5th Grade Family Advocate (Replaces Alicia Hecht)	4/1/24
Darci Weiser	From: WES Counselor To: Coordinator of Family and Community Services (Replaces Sarah Chaires)	7/1/24
Emily Delk	From: HES Pre-K Teacher To: Education Coordinator (Replaces Jenny Smith)	7/1/24

New Hires:

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Shelby Irsik	WES 3 Pre-K Teacher (Replaces Morgan Sechler)	8/1/24

Posting Account #	Name	Trans. Date	Merchant	Amount	Trans. Total	Notes
52-01000-619-000-5300	Heidi Law	1/24/2024	Amazon	\$204.08	\$371.06	\$21.30, \$24.99, \$74.58, \$250.19 Classroom. On one sheet
52-02580-597-000-8009	Heidi Law	1/24/2024	Amazon	\$22.26		
11-03190-631-000-8000	Heidi Law	1/24/2024	Amazon	\$89.05		
2-30-01000-619-000-8000	Heidi Law	1/24/2024	Amazon	\$55.67		
52-01000-619-000-5300	Heidi Law	2/2/2024	Discount School Supply	\$68.79	\$125.07	Classroom Supplies
52-02580-597-000-8009	Heidi Law	2/3/2024	Discount School Supply	\$7.50		
11-03190-631-000-8000	Heidi Law	2/4/2024	Discount School Supply	\$30.02		
2-30-01000-619-000-8000	Heidi Law	2/5/2024	Discount School Supply	\$18.76		
52-01000-619-000-5300	Heidi Law	2/4/24	Amazon	-\$11.72	-\$21.30	Classroom Supplies - Return
52-02580-597-000-8009	Heidi Law	2/4/24	Amazon	-\$1.28		
11-03190-631-000-8000	Heidi Law	2/4/24	Amazon	-\$5.11		
2-30-01000-619-000-8000	Heidi Law	2/4/24	Amazon	-\$3.19		
52-01000-619-000-5300	Heidi Law	2/6/24	Amazon	\$77.69	\$141.25	Classroom Supplies
52-02580-597-000-8009	Heidi Law	2/6/24	Amazon	\$8.48		
11-03190-631-000-8000	Heidi Law	2/6/24	Amazon	\$33.90		
2-30-01000-619-000-8000	Heidi Law	2/6/24	Amazon	\$21.18		
52-01000-619-000-5300	Heidi Law	2/11/24	Amazon	\$376.81	\$685.10	Classroom Supplies
52-02580-597-000-8009	Heidi Law	2/11/24	Amazon	\$41.11		
11-03190-631-000-8000	Heidi Law	2/11/24	Amazon	\$164.42		
2-30-01000-619-000-8000	Heidi Law	2/11/24	Amazon	\$102.76		
52-01000-619-000-8005	Lesli Beery	1/20/24	Amazon	\$62.41	\$70.92	Classroom Supplies
52-02580-597-000-8009	Lesli Beery	1/20/24	Amazon	\$8.51		
52-01000-619-000-8005	Lesli Beery	1/20/24	Walmart	\$33.92	\$38.54	Classroom Supplies
52-02580-597-000-8009	Lesli Beery	1/20/24	Walmart	\$4.62		
52-01000-619-000-8005	Lesli Beery	1/23/24	Amazon	-\$1.24	-\$1.41	Classroom Supplies Refund
52-02580-597-000-8009	Lesli Beery	1/23/24	Amazon	-\$0.17		
52-01000-619-000-8005	Lesli Beery	1/23/24	Amazon	-\$4.91	-\$5.58	Classroom Supplies Refund
52-02580-597-000-8009	Lesli Beery	1/23/24	Amazon	-\$0.67		
52-01000-619-000-8005	Lesli Beery	2/3/24	Hobby Lobby	\$33.13	\$37.65	Classroom Supplies
52-02580-597-000-8009	Lesli Beery	2/3/24	Hobby Lobby	\$4.52		
52-01000-619-000-8005	Lesli Beery	2/7/24	Family Dollar	\$12.10	\$13.75	Classroom Supplies
52-02580-597-000-8009	Lesli Beery	2/7/24	Family Dollar	\$1.65		
52-01000-619-000-8005	Lesli Beery	2/7/24	Family Dollar	\$19.80	\$22.50	Classroom Supplies
52-02580-597-000-8009	Lesli Beery	2/7/24	Family Dollar	\$2.70		

52-02580-597-000-8000	Rachel Boden	1/21/24	Amazon	\$167.11	\$303.84	CD Activity
52-02580-597-000-8009	Rachel Boden	1/21/24	Amazon	\$18.23		
11-03190-631-000-8000	Rachel Boden	1/21/24	Amazon	\$72.92		
2-30-01000-619-000-8000	Rachel Boden	1/21/24	Amazon	\$45.58		
52-02580-597-000-8000	Rachel Boden	2/8/24	Pizza Hut	\$209.84	\$209.84	Parent Class
52-02132-619-000-8000	Rachel Dalton	2/6	Amazon	\$48.64	\$88.44	Diapers
52-02580-597-000-8009	Rachel Dalton	2/6/24	Amazon	\$5.31		
11-03190-631-000-8000	Rachel Dalton	2/6/24	Amazon	\$21.23		
2-30-01000-619-000-8000	Rachel Dalton	2/6/24	Amazon	\$13.26		
52-02132-619-000-8000	Rachel Dalton	1/20/24	Amazon	\$98.31	\$178.74	Diapers
52-02580-597-000-8009	Rachel Dalton	1/20/24	Amazon	\$10.72		
11-03190-631-000-8000	Rachel Dalton	1/20/24	Amazon	\$42.90		
2-30-01000-619-000-8000	Rachel Dalton	1/20/24	Amazon	\$26.81		
52-02210-582-000-8860	ECO	1/15/24	Prime Video	\$5.99	\$5.99	ABC Training Video
52-02210-582-000-8860	ECO	1/15/24	Prime Video	\$4.29	\$4.29	ABC Training Video
52-02580-597-000-8000	ECO	1/17/24	Dollartree	\$67.38	\$122.50	Family Gifts
52-02580-597-000-8009	ECO	1/17/24	Dollartree	\$7.35		
11-03190-631-000-8000	ECO	1/17/24	Dollartree	\$29.40		
2-30-02580-597-000-8000	ECO	1/17/24	Dollartree	\$18.38		
52-02330-689-000-8008	ECO	1/18/24	Amazon	\$23.42	\$23.42	Staff Gifts
52-02330-689-000-8008	ECO	1/18/24	Amazon	\$23.42	\$23.42	Staff Gifts
52-02330-689-000-8008	ECO	1/21/24	Amazon	\$23.42	\$23.42	Staff Gifts
52-02330-689-000-8008	ECO	1/21/24	Amazon	\$23.42	\$23.42	Staff Gifts
52-02330-689-000-8008	ECO	1/21/24	Amazon	\$23.42	\$23.42	Staff Gifts
52-02330-689-000-8008	ECO	1/21/24	Amazon	\$23.42	\$23.42	Staff Gifts
52-02330-689-000-8008	ECO	1/21/24	Amazon	\$23.42	\$23.42	Staff Gifts
52-02330-689-000-8008	ECO	1/21/24	Amazon	\$23.42	\$23.42	Staff Gifts
52-02330-689-000-8008	ECO	1/21/24	Amazon	\$23.42	\$23.42	Staff Gifts
52-02330-689-000-8008	ECO	1/21/24	Amazon	\$23.42	\$23.42	Staff Gifts
52-02580-597-000-8000	ECO	1/18/24	Amazon	\$19.51	\$19.51	HS Family Clothes
52-02580-597-000-8000	ECO	1/18/24	Amazon	\$140.59	\$140.59	HS Family Supplies
52-02580-597-000-8000	ECO	1/19/24	Amazon	\$37.80	\$37.80	HS Family Supplies
52-02330-613-000-8000	ECO	1/19/24	Amazon	\$39.96	\$39.96	Office Supplies
52-02580-597-000-8000	ECO	1/19/24	Amazon	\$28.51	\$28.51	HS Family Supplies
52-02580-597-000-8000	ECO	1/19/24	Straighttalk	\$45.12	\$45.12	HS Family Phone Service
52-02330-613-000-8000	ECO	1/21/24	Amazon	\$168.88	\$168.88	Office Supplies
52-02580-597-000-8000	ECO	1/21/24	Amazon	\$115.65	\$210.27	Family Gifts
52-02580-597-000-8009	ECO	1/21/24	Amazon	\$12.62		

11-03190-631-000-8000	ECO	1/21/24	Amazon	\$50.46	
2-30-02580-597-000-8000	ECO	1/21/24	Amazon	\$31.53	
52-02330-613-000-8000	ECO	1/21/24	Amazon	\$44.68	\$44.68 Office Supplies
52-02580-597-000-8000	ECO	1/22/24	Amazon	\$15.51	\$15.51 HS Family Med Supplies
52-02580-597-000-8000	ECO	1/23/24	Amazon	\$43.20	\$43.20 Staff Gifts
52-02330-613-000-8000	ECO	1/23/24	Dollar General	\$12.97	\$12.97 Batteries
52-02580-597-000-8000	ECO	1/26/24	Amazon	\$77.90	\$141.64 Family Event Supplies
52-02580-597-000-8009	ECO	1/26/24	Amazon	\$8.50	
11-03190-631-000-8000	ECO	1/26/24	Amazon	\$33.99	
2-30-02580-597-000-8000	ECO	1/26/24	Amazon	\$21.25	
52-02580-597-000-8000	ECO	1/26/24	Amazon	\$62.08	\$112.88 Family Event Supplies
52-02580-597-000-8009	ECO	1/26/24	Amazon	\$6.77	
11-03190-631-000-8000	ECO	1/26/24	Amazon	\$27.09	
2-30-02580-597-000-8000	ECO	1/26/24	Amazon	\$16.94	
52-02330-613-000-8000	ECO	1/28/24	Amazon	\$90.39	\$90.39 Office Supplies
52-02580-597-000-8000	ECO	1/30/24	Amazon	\$36.20	\$36.20 HS Family Supplies
52-02580-597-000-8000	ECO	1/30/24	Amazon	\$150.00	\$150.00 Family Gift Cards
52-02580-597-000-8000	ECO	1/30/24	Walmart	\$76.75	\$139.54 Family Event Supplies
52-02580-597-000-8009	ECO	1/30/24	Walmart	\$8.37	
11-03190-631-000-8000	ECO	1/30/24	Walmart	\$33.49	
2-30-02580-597-000-8000	ECO	1/30/24	Walmart	\$20.93	
52-02330-613-000-8000	ECO	1/30/24	Amazon	\$5.44	\$5.44 Office Supplies
52-02580-597-000-8000	ECO	1/30/24	Dollar General	\$95.62	\$173.85 Family Event Supplies
52-02580-597-000-8009	ECO	1/30/24	Dollar General	\$10.43	
11-03190-631-000-8000	ECO	1/30/24	Dollar General	\$41.72	
2-30-02580-597-000-8000	ECO	1/30/24	Dollar General	\$26.08	
52-02330-613-000-8000	ECO	2/2/24	Amazon	\$18.34	\$18.34 Office Supplies
52-01000-619-000-5301	Ashlynn Embers	2/3/24	Lakeshore LEarning	\$247.86	\$450.65 Classroom Spend down
52-02580-597-000-8009	Ashlynn Embers	2/3/24	Lakeshore LEarning	\$27.04	
11-03190-631-000-8000	Ashlynn Embers	2/3/24	Lakeshore LEarning	\$108.16	
2-30-01000-619-000-8000	Ashlynn Embers	2/3/24	Lakeshore LEarning	\$67.59	
52-01000-619-000-5301	Ashlynn Embers	2/3/24	Amazon	\$524.66	\$953.92 Classroom Spend down (\$12.10, \$166.59, \$742.51, \$32.72)
52-02580-597-000-8009	Ashlynn Embers	2/3/24	Amazon	\$57.24	
11-03190-631-000-8000	Ashlynn Embers	2/3/24	Amazon	\$228.94	
2-30-01000-619-000-8000	Ashlynn Embers	2/3/24	Amazon	\$143.08	
52-01000-619-000-5301	Ashlynn Embers	2/8/24	Lakeshore LEarning	-\$20.24	-\$36.80 Classroom Refund

52-02580-597-000-8009	Ashlynn Embers	2/8/24	Lakeshore LEarning	-	\$2.21	
11-03190-631-000-8000	Ashlynn Embers	2/8/24	Lakeshore LEarning	-	\$8.83	
2-30-01000-619-000-8000	Ashlynn Embers	2/8/24	Lakeshore LEarning	-	\$5.52	
52-01000-619-000-6300	Audrey Fox	2/2/24	Amazon	\$110.02	Classroom Supplies	
52-02580-597-000-8009	Audrey Fox	2/2/24	Amazon	\$6.60		
11-03190-631-000-8000	Audrey Fox	2/2/24	Amazon	\$26.40		
2-30-01000-619-000-8000	Audrey Fox	2/2/24	Amazon	\$16.51		
52-01000-619-000-6300	Audrey Fox	2/2/24	Target	\$54.20	Classroom Supplies	
52-02580-597-000-8009	Audrey Fox	2/2/24	Target	\$5.91		
11-03190-631-000-8000	Audrey Fox	2/2/24	Target	\$23.65		
2-30-01000-619-000-8000	Audrey Fox	2/2/24	Target	\$14.79		
52-02580-597-000-8000	Alicia Hecht	1/23/24	Dollartree	\$10.31	Event Supplies	
52-02580-597-000-8009	Alicia Hecht	1/23/24	Dollartree	\$1.13		
11-03190-631-000-8000	Alicia Hecht	1/23/24	Dollartree	\$4.50		
2-30-01000-619-000-8000	Alicia Hecht	1/23/24	Dollartree	\$2.81		
52-02580-597-000-8000	Alicia Hecht	1/21/24	Walmart	\$25.57	Event Supplies	
52-02580-597-000-8009	Alicia Hecht	1/21/24	Walmart	\$2.79		
11-03190-631-000-8000	Alicia Hecht	1/21/24	Walmart	\$11.16		
2-30-01000-619-000-8000	Alicia Hecht	1/21/24	Walmart	\$6.97		
52-02580-597-000-8000	Alicia Hecht	2/9/24	Dillons	\$37.53	Sweetheart Dance	
52-02580-597-000-8009	Alicia Hecht	2/9/24	Dillons	\$4.09		
11-03190-631-000-8000	Alicia Hecht	2/9/24	Dillons	\$16.38		
2-30-01000-619-000-8000	Alicia Hecht	2/9/24	Dillons	\$10.23		
52-02580-597-000-8000	Alicia Hecht	2/6/24	Walmart	\$32.36	Sweetheart Dance	
52-02580-597-000-8009	Alicia Hecht	2/6/24	Walmart	\$3.53		
11-03190-631-000-8000	Alicia Hecht	2/6/24	Walmart	\$14.12		
2-30-01000-619-000-8000	Alicia Hecht	2/6/24	Walmart	\$8.82		
52-02580-619-000-8000	Alicia Hecht	2/4/24	Dillons	\$38.49	Policy Council Dinner	
52-02580-619-000-8000	Alicia Hecht	2/5/24	Dillons	\$23.23	Policy Council Dinner	
52-02210-584-000-8860	Aspen Rank	1/26/24	Amazon	\$51.66	Student Snacks	
52-01000-619-000-4300	Aspen Rank	1/26/24	Amazon	\$75.19	Classroom Supplies	
52-02580-597-000-8009	Aspen Rank	1/26/24	Amazon	\$8.20		
11-03190-631-000-8000	Aspen Rank	1/26/24	Amazon	\$32.81		
2-30-01000-619-000-8000	Aspen Rank	1/26/24	Amazon	\$20.50		
52-01000-619-000-4300	Aspen Rank	1/30/24	Amazon	\$26.27	Classroom Supplies	
52-02580-597-000-8009	Aspen Rank	1/30/24	Amazon	\$2.87		

11-03190-631-000-8000	Aspen Rank	1/30/24	Amazon	\$11.46	
2-30-01000-619-000-8000	Aspen Rank	1/30/24	Amazon	\$7.17	
52-01000-619-000-7400	Adrianna Stucky	2/10/24	Dollartree	\$7.56	\$13.75 Classroom Supplies
52-02580-597-000-8009	Adrianna Stucky	2/10/24	Dollartree	\$0.83	
11-03190-631-000-8000	Adrianna Stucky	2/10/24	Dollartree	\$3.30	
2-30-01000-619-000-8000	Adrianna Stucky	2/10/24	Dollartree	\$2.06	
52-01000-619-000-7400	Adrianna Stucky	2/10/24	Walmart	\$40.55	\$73.72 Classroom Supplies
52-02580-597-000-8009	Adrianna Stucky	2/10/24	Walmart	\$4.42	
11-03190-631-000-8000	Adrianna Stucky	2/10/24	Walmart	\$17.69	
2-30-01000-619-000-8000	Adrianna Stucky	2/10/24	Walmart	\$11.06	
52-02580-597-000-8000	Alexis Williams	2/6/24	Caseys	\$40.00	\$40.00 HS Family Gas
52-02580-597-000-8000	Alexis Williams	1/25/24	Caseys	\$60.00	\$60.00 HS Family Gas
52-01000-619-000-8005	Alexis Williams	2/9/24	Family Dollar	\$38.06	\$43.25 HS Family Items
52-02580-597-000-8009	Alexis Williams	2/9/24		\$5.19	
52-02580-597-000-8000	Alexis Williams	2/6/24	Carlson's Grocery	\$56.06	\$56.06 HS Family Items
52-02580-597-000-8000	Alexis Williams	2/5/24	Family Dollar	\$10.45	\$10.45 HS Family Items
TOTAL				\$6,617.55	\$6,617.55
52-02330-613-019-8000	0.00				
52-02330-613-000-8000	380.66				
52-02132-619-000-8000	146.95				
52-02580-597-000-8000	1,661.05				
52-02210-584-000-8860	51.66				
52-01000-619-000-8000	0.00				
52-01000-619-000-7400	48.11				
52-02580-597-000-8009	315.16				
11-03190-631-000-8000	1,155.22				
52-01000-619-000-7300	0.00				
52-01000-619-000-5301	752.28			\$0.00	\$6,617.55
52-01000-619-000-4300	101.46				\$0.00
52-02720-626-000-8000	0.00				
52-01000-619-000-4400	0.00				

52-01000-619-000-5400	0.00								
52-01000-619-000-8005	193.27								
52-02330-531-000-8000	0.00								
52-02210-619-000-8860	0.00								
52-01000-619-051-8000	0.00								
52-01000-736-000-8000	0.00								
52-02210-582-000-8860	10.28								
78-01000-320-000-3000	0.00								
52-01000-619-000-6400	0.00								
2-30-02580-597-000-8000	135.11								
52-02330-810-000-8000	0.00								
2-30-01000-619-000-8000	586.90								
08-01000-689-000-8016	0.00								
52-02330-653-000-8000	0.00								
52-03190-631-000-8023	0.00								
52-01000-619-000-6300	114.71								
52-02330-689-000-8008	187.36								
52-02580-597-019-8000	0.00								
52-00210-584-000-8860	0.00								
52-01000-653-000-8000	0.00								
52-02330-582-019-8009	0.00								
52-01000-619-000-5300	715.65								
52-02580-619-000-8000	61.72								
52-01000-619-000-8009	0.00								
TOTAL	\$6,617.55								

McPherson/Marion Policy Council Meeting

Policy Council Agenda
Feb. 5, 2024
RES Commons
5:00-6:30

Time	Activity	Action	Notes
5:00	Meal and connection time Program Governance with new Policy Council Members		
5:30	1. Begin the meeting		
	2. Corrections and Additions to Agenda	Vote	Results First: Savanna Coleman Second: Justus Hilliard Yes: 5 No: 0
	3. Policy Council Elections	Vote	Results First: Echo James Second: Savanna Coleman Yes: 6 (Jill Larson Absentee Vote) No: 0
	3. Approval of Consent Agenda Items (lettered below)	Vote	Results First: Savanna Colman Second: Justus Hilliard Yes: 8 (Jill Larson Absentee Vote) No: 0
	A. Directors Report		
	B. Purchasing Card Statement		
	C. Minutes of December Meeting		
5:55	4. New Business		(Isabelle Delgado joined the meeting)
	A. JD 003: Coordinator of Family and Community Services	Vote	Results First: Justus Hilliard Second: Nathan Moore Yes: 9 (Jill Larson Absentee Vote) No: 0

	B. CFO Contract	Vote	Results First: Echo James Second: Justus Hilliard Yes: 9 (Jill Larson Absentee Vote) No: 0
	C. Eligibility Verification for 24-25	Vote	Results First: Savanna Coleman Second: Justus Hilliard Yes: 9 (Jill Larson Absentee Vote) No: 0
	D. Full Enrollment Initiative		Director shared information regarding the full enrollment initiative. Programs are placed on the full enrollment initiative when they are under enrolled. Initiative is meant to support programs in reaching full funded enrollment.
	E. Committee Involvement a. Health Services Advisory Committee b. Conscious Discipline Action Team c. Interview Team		Shared committee opportunities with policy council and invited them to participate in a committee.
	F. Winter Child Level Outcome Data		Shared winter child level outcome data from the winter in comparison to Fall Data.
	G. March Meeting		Will send out a follow up survey for March 18th or March 19th.
	5. Items for next meeting ● Fiscal Policies ● Full Enrollment Initiative Update ● Committee Reports ● Review discussion with review team?		
6:30	6. Adjournment		Adjourned at 6:36 PM

Policy Council Chair

Head Start Director