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# Policy Council Minutes - 7-13-2020

Submitted on: November 20, 2020

July 13, 2020

Members Present on Conference Call: Yaniqua Eyabi, Sandra Harrison, Dorett Gunter, Gwen Maples, LaKeisha Johnson, Kelly Covington, Lisa Butler, Sylvia Vandross, LaShun Martin, Crystal Alexander

Shakia Walters, Crystal Byrd, Deaundra Pearson, Dawn Hitt, Marina Vowell, Jana Bridges, Chaquanna Smith, Charles Robinson, Jasmine Brock, Jamie Anderson, Tiffani Johnson, Anquaneha Jackson-Cowan, Sandra Rice, Meka Jordan, Damika Henderson, Sharlyn (Angel) Tripp, Jalisa Sullivan, Daz Hunter, Diamond Carver, Aleshia Anderson, Iris Martinez, Kezia Lomax, Fernando Zuniga, Michaela Williams, Jerante Morgan, Samone Bell, Aquiesa Cooley, Mercedes Pedro, Tiffany Norris, TaSheila Washington, Johanna Ferguson

Excused Absence: Tamika Rowe

The meeting was called to order by Dorett Gunter, Chairperson. A quorum was met.

## MINUTES:

The minutes from the last meeting were reviewed by the Policy Council (See Attachment). Kelly Covington made a motion to accept the minutes as presented. Gwen Maples seconded the motion. Motion carried.

## PERSONNEL REPORT:

No report for the month of June

## APPROVAL OF MENTAL HEALTH POSITION:

The mental health position was presented to the Policy Council by Ms. Tobita Posley-McKinney, Head Start Director. She informed the Policy Council that our agency would like to add this position due to the increased number of children experiencing challenging behaviors. The Mental Health Specialist will provide strategies for staff and families. After discussion, Lakeisha Johnson made a motion to approve the Mental Health position. Crystal Alexander seconded the motion. Motion carried.

## DIRECTOR'S REPORT:

The Director's Report was given by Tobita Posley-McKinney, Director of Children & Family Development. She distributed copies of the Director's report and shared updates from each service area (See Attachment). As it relates to the COVID 19 pandemic, program managers are in the process of updating policies and procedures in each area of service. We are considering shorter classroom hours for the upcoming school year. Hours will be from 8 a.m. to 1:00 p.m. This will allow more time for teachers to thoroughly sanitize classrooms. Our health team are reviewing CDC guidelines on best practices. It is not recommended that children ages 3 and under wear a face mask. Our contract with Pendleton Elementary School has been terminated. We are in the process of trying to find another location for children that are enrolled at the Pendleton Center. Patrice Hawthorne discussed how we are continuing our efforts to support the 2020 Census. We are making plans to participate in community back-to-school events. After discussion, Crystal Alexander made a motion to accept the Director's report as presented. Sandra Harrison seconded the motion. Motion carried.

## BUDGET REVIEW:

The Budget Report was given by Tammy Gore, Assistant Director of Business & Finance. Ms. Gore distributed copies and reviewed line items on the Summary Expenditure report. There are no Credit Card Expenditure reports for this month. There is no CACFP report for this month due to COVID 19 and

children being home. (See Attachments). Ms. Gore informed the Policy Council that we are on target with our budget. After discussion, Sylvia Vandross made a motion to approve the financial report as presented. Sandra Harrison seconded the motion. Motion carried.

No further business. Meeting was adjourned

Recorded by.....LaKeisha Johnson, Secretary

Dorett Gunter, Chair