

Policy Council Committee Meeting

September 17, 2020

Policy Council does not hold a regularly scheduled meeting in September. Due to the ongoing Coronavirus pandemic, Policy Council discussed holding a special meeting via Zoom Conference Call to discuss recruiting parents with the Head Start Family Engagement Manager.

Motion to: Open the meeting.

Motion by: Richard Yocum.

Seconded: Michele Gonya.

Vote: AIF

1. Introductions & Roll Call

Representatives:

Richard Yocum (Community Rep)
Michael Mosley (Educare Part-Day)
Michele Gonya (Community Rep)

Danielle Judkins (Community Rep)
Rebekah Collins (Community Rep)

A quorum was present.

Staff:

Jennifer Pare, Executive Administrative Assistant
Miriam Jacobs, Family Engagement Manager
Joni Sprague, Family Services Supervisor

2. Recruitment of New Members

Policy Council meetings will remain virtual for the foreseeable future, which could help recruit new members as travel and time have been barriers to participation in the past. Virtual Policy Council meeting attendance has remained strong.

Ideas for recruitment efforts:

- A video will be produced. Educare Family Services Supervisor, Joni Sprague, has a connection to someone who can produce the video with quick turnaround. The video will focus on what Policy Council is and testimonials from current members. Michael Mosley volunteered to be the opening voice (with some notes/prompts from staff). Jenn Pare will send out an email to all Council members on Friday of this week asking for video or written messages from each person by early next week.
- Testimonials from members will be prompted by the following questions and will include some video messages and some written:
 - What does it mean to you to be on Policy Council?
 - Policy Council is important to me because....
 - The purpose of Policy Council is...
- A form will be added to the website pages for parents who are interested to easily be able to send in their names. The form will include a question asking what about which times of day work best for them to join the meeting.
- Staff can create foam boards for display where children are being dropped off/screening stations.
- Staff will initiate direct outreach to families whose children are being bussed to school.
- A Policy Council Informational meeting will be held via zoom at the beginning of the new school year to help orient new parents – members of the Family Services staff will coordinate this.
- A few recommended edits will be made to the Policy Council brochure. Copies will be printed and shared with all sites next week.

3. Enrollment

The C&FS Director wanted to keep Policy Council abreast of enrollment monitoring. Enrollment numbers continue to climb at a slower than normal pace in both preschool and childcare settings. Recruitment for these slots is occurring via social media, yard signs, sticky notes (i.e. pizza boxes), flyers, etc. Word of Mouth is a valuable recruitment method. Policy Council members were asked to help spread the word to their family, friends and neighbors.

A recommendation was made for recruitment staff to review the Facebook group called ‘Maine Childcare’ – childcare openings around the state, to incorporate a recruitment post.

4. Census

The Family Engagement Manager shared that staff have been working hard to promote the Census. It is important to complete your census information because the data impacts how federal money distribution is determined for programs and states. Child & Family Services is giving incentives for families who complete the Census – let your Teacher know you’ve completed it. Council members were asked to help spread the word to their family, friends and neighbors.

5. Treasurer’s Report

Beginning Balance	\$	300.00
<u>Paid Out</u>	<u>\$</u>	<u>0</u>
Ending Balance	\$	300.00

Motion to: Adjourn.

Motion by: Richard Yocum.

Seconded: Danielle Judkins.

Vote: AIF