

Policy Council Committee Meeting

May 18, 2021

Michele Gonya chaired the meeting. Thank you.

Motion to: Open the meeting.

Motion by: Richard Yocum.

Seconded: Anthony Houghton.

Vote: AIF

1. Introductions & Roll Call

Representatives:

Jessica Ricciardelli (Educare Full-Day)

Anthony Houghton (North Elementary)

Nicole Heath (Educare Full-Day)

Richard Yocum (Community Rep)

Michele Gonya (Community Rep)

A quorum was present.

Excused:

Katy Richardson (Community Rep)

Ada Webb (Mill Stream)

David Hall (HomeBased)

Ashley Hebert (Clinton)

Absent:

Ravin Ricker (Fairfield)

Michael Mosley (Educare Part-Day)

Staff:

Tracye Fortin, Chief Operating Officer, KVCAP Child & Family Services

Miriam Jacobs, Family Engagement Manager

Jennifer Pare, Executive Administrative Assistant

2. Review/Approval Policy Council Meeting Minutes

Motion to: Accept and approve meeting minutes of 4/20/2021.

Motion by: Richard Yocum.

Seconded: Jessica Ricciardelli.

Vote: AIF

3. New England Head Start Governance Training

Michele Gonya shared the importance for parents to be advocates for their young children. Parents' goals with governance starts with helping to select the staff for the program. She shared her personal experiences with Head Start at the local, state, and national levels, and how Zoom has made the connections still possible throughout the pandemic.

Anthony Houghton shared that he recently joined a KVCAP Child & Family Services employment interview as a parent representative. He learned what KVCAP's hiring process entails and how the teams work within the programs. He found it very beneficial and encouraged other Policy Council members to volunteer as well.

Head Start Goes to Augusta is coming up on May 24th, which will be a virtual opportunity. Sometime in June, an in-person opportunity is planned – date TBD. If you are interested in joining, please connect with your site staff.

4. Family Engagement Manager

- Policy Council and Parent Committee Connections: Miriam Jacobs shared what her role is as the Family Engagement Manager and how she works closely with the Family Service Coordinators to build the partnerships between staff and families and between program and communities. As discussed at the

April Policy Council meeting, Miriam will be joining the Policy Council meetings to assist with strengthening the Policy Council and Parent Committee's connections, which is one of the program's goals. Appreciation was shared for the strategy to receive Policy Council meeting minutes within one week to assist with communication sharing. Council members were asked to bring one strength/challenge with them about their site's Parent Committee to the June Policy Council meeting for discussion.

- **Child & Family Services Program-Wide Recruitment Day:** One of the goals this year following the program's Self-Assessment is to intentionally recruit new children and families. This Thursday, May 20th at 8:30 AM (in the park in Fairfield), Child & Family Services will host a program-wide Recruitment Day! Staff, public school administrator partners, and parents will be joining in an effort to reach out into the community with 1000 recruitment bags!! Parent survey data tells us that *word of mouth* is the primary way most parents hear about the program.

Following this event, a Recruitment Committee will be formed to keep these focused efforts going throughout the year.

5. **Reports:**

- **KVCAP Board Update:**

- The KVCAP Board approved our federal grant applications and commended the program on a great job!
- Tracye shared information on some renovations happening to the KVCAP building in Skowhegan. The Hartland housing project is well underway. KVCAP is also in the early stages of conversation with the Town of Winslow for a possible housing complex within the old Winslow Junior High. There is such a need for affordable, safe housing in the State of Maine.
- The rental assistance program has been a wonderful support to community families. Contact KVCAP for more information or talk with your site staff.

- **Child & Family Services Chief Operating Officer Report:**

- MSAD #54 is interested in having all their preschool enrollment opportunities be school-day. They are also interested in an Educare Beyond the Walls partnership to build a birth to age 3 wing in their new school.
- Two schools in Skowhegan and one in Waterville are orienting new principals so we will be building new relationships.
- Tracye asked Council members if there were any topics they are interested in hearing further information on and discussing at the June Policy Council meeting: 'Community Engagement' and 'How to Engage Parents when They Have Busy Schedules or Less Flexibility' were two areas that were shared.

- **KVCAP Child & Family Services Program Information Summary Report:**

- Reviewed the Program Information Summary Report highlighting the Comprehensive Services page, which shared data on Father/Father Figure Engagement. Child & Family Services is doing very well on assisting families with immunizations, physical exams, and dental services considering the challenges and delays due to the pandemic.

- **Mastercard Report:**

- Reviewed April report.

Motion to: Accept and approve the reports as presented.

Motion by: Anthony Houghton.

Seconded: Richard Yocum.

Vote: AIF

Motion to: Adjourn.

Motion by: Richard Yocum.

Seconded: Jessica Ricciardelli.

Vote: AIF