

Policy Council Committee Meeting

March 15, 2022

Motion to: Open the meeting.
Motion by: Richard Yocum
Seconded: Mary-Gene Rumery
Vote: AIF

1. Introductions & Roll Call

Representatives:

<u>P</u> Mary-Gene Rumery (Educare Full-Day)	<u>P</u> Ashley O'Brien (Community Rep)
<u>P</u> Rick Dugal (Educare Full-Day)	<u>P</u> Glenn Mercier (Community Rep)
<u>A</u> Angel Robinson (Educare (Part-Day))	<u>P</u> Maria Kuntz (Community Rep)
<u>P</u> Jessica Vienneau (North Elementary)	<u>P</u> Michael Mosley (Community Rep)
<u>E</u> Ashley MacDonald (Mill Stream)	<u>P</u> Michele Gonya (Community Rep)
<u>P</u> Lisa Fountain (Fairfield Preschool)	<u>P</u> Richard Yocum (Community Rep)
<u>P</u> David Hall (HomeBased)	Others: Rajel Hippler (visiting parent)
<u>A</u> Danielle Allen (EHS:CCP Partner)	

Staff:

Tracye Fortin, Chief Operating Officer, KVCAP Child & Family Services
Jennifer Pare, Executive Administrative Assistant
Miriam Jacobs, Family Engagement Manager

2. Review/Approval Policy Council Meeting Minutes

Motion to: Accept and approve meeting minutes of 2/15/2022.
Motion by: Michele Gonya
Seconded: Richard Yocum
Vote: AIF

Council members shared their appreciation of Jennifer Pare creating an electronic version of the Policy Council Orientation binder!

3. Family Engagement

Family Survey Update:

Miriam Jacobs, Family Engagement Manager, met with Joni Sprague, Educare's Family Services Supervisor and Parent Ambassador staff, and parents to plan for the upcoming parent survey. There was good discussion around parent engagement, the way the survey is written/completed and the need to explain why the survey is conducted in an effort to increase the return rate.

Miriam shared upcoming event dates:

- Head Start Goes to Augusta will be held both in-person and via Zoom (two different dates). Parents are encouraged to attend to show their support for Head Start. March 29: 3-hour zoom; May 13: in-person at the State House.
- KVCAP Child & Family Services 2nd Annual Recruitment Day will take place on May 20th. This is a great opportunity for parents to help spread the word to support child enrollment. Watch for information on how to be involved in your communities!
- March 29th, from 1:00–3:00 PM, Policy Council Officers are invited to join a Child & Family Services Directors meeting to review the current landscape, projected budget for the upcoming program year and discuss what key changes, if any, should be proposed. Please let Jenn Pare know if you will be attending, and if in person or via zoom.

Michael Mosley shared Maine Parent Advisory Network (MPAN):

- Maine Children's Alliance received two grants to expand parent advocacy leading policy conversations. One is specifically focused on early childhood special education. A survey was created to research what topics would be included in the MPAN meetings. The survey link is <https://forms.gle/t77MtBy2wyDgaJ176>. Tracye Fortin indicated further conversation would be beneficial to consider how MPAN and Parent Ambassadors intersect.

4. Reports:

- **KVCAP Board Update:** Tracye Fortin shared the following updates:
 - The KVCAP financial audit was recently conducted and it was an excellent audit with no findings.
 - Jon Moody, the MSAD #54 Superintendent, presented a draft birth-grade 5 proposal for the new elementary school to the KVCAP Executive Committee. This would be Maine's first new elementary school build that incorporates infants and toddlers. KVCAP Head Start staff the current early care and education programming and the new school allows for expansion and incorporating infants and toddlers within the same building. Educare has been a strong influence. The KVCAP Board approved a fundraising campaign feasibility study to support a portion of this new build.
- **Child & Family Services Chief Operating Officer Report:**
 - Community Assessment: The KVCAP Community Assessment was conducted for Maine Community Action Program's by a third-party agency. Top needs include housing, childcare and transportation services. Local changes to date include MSAD #49 planning for new school construction. Head Start eligibility remains a challenge with the low income threshold and Maine's minimum wage.
 - Self-Assessments: As part of the federal continuation grant application package process, a program conducts Self-Assessments. The draft grant packages will be presented at the April Policy Council meeting. It is important that Policy Council reviews key summaries and discusses program direction, considering data that has been highlighted during the year. An additional opportunity for Policy Council Officers is planned for March 29, 1-3 PM at Educare to review the current landscape, projected budget for the upcoming program year and discuss any key changes proposed.
 - Head Start Federal Monitoring Review: The Regional Office provided an update that KVCAP Child & Family Services is not on the list for the 2021-2022 program year. We do anticipate a review next program year.
 - COVID Impacts: The Interim Final Rule remains the same. Masks will continue to be required in Head Start facilities for staff, visitors, and children over the age of two. There was discussion about a parent's choice as it relates to masking. Tracye reminded everyone that childcare licensing now follows the CDC guidelines and the agency has moved to 'optional' for staff. Our Head Start program continues to monitor information as we consider the progress toward mask optional. Parents are encouraged to share your thoughts with the Federal Office of Head Start: <https://eclkc.ohs.acf.hhs.gov/contact-us>
- **Program Information Report Summary:** Reviewed key data: enrollment and eligibility, attendance, and budget. We have been under-enrolled during the pandemic, and again, the Head Start eligibility challenge due to income poverty guidelines is a continued concern.
- **Mastercard Report:** Reviewed report.

Motion to: Accept and approve the reports as presented.

Motion by: Mary-Gene Rumery

Seconded: Jessie Vienneau

Vote: AIF

5. Policy Council Meetings

- **Virtual/In-person:** David Hall asked the Council if they would like to consider options for meeting in person. Members shared their thoughts and were asked to consider how they would like to move forward. A few thoughts were made by Council members to keep in mind: (1) in-person meetings will require a space to socially distance, (2) childcare needs, (3) travel; will that work with everyone's schedules, and gas prices; transportation stipends are available, (4) food, and (5) the current mask mandate. Policy Council members will revisit this at the next meeting; virtual, in-person, both.
- **Policy Council Agenda Items:** Mary-Gene reminded Policy Council members that items can always be added to an upcoming agenda, keeping in mind the governance role of the Policy Council; a part of the leadership structure and helps to create/make decisions about governance-related topics within the program. Some topics may be steered to Parent Center Committees, Sub-Committees, etc. or may initiate inviting a speaker for further information about a topic. She highlighted that two items were added to tonight's meeting. Share your thoughts!

Motion to: Adjourn.

Motion by: Jessie Vienneau

Seconded: Lisa Fountain

Vote: AIF