

# Policy Council Committee Meeting

## May 17, 2022

Motion to: Open the meeting.  
Motion by: Mary-Gene Rumery  
Seconded: Rick Dugal  
Vote: AIF

### 1. Introductions & Roll Call

**P=Present    A=Absent    E=Excused**

#### **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>E</u> Rajel Hippler (Educare (Part-Day))	<u>A</u> Maria Kuntz (Community Rep)
<u>E</u> Jessica Vienneau (North Elementary)	<u>E</u> Michael Mosley (Community Rep)
<u>E</u> Ashley MacDonald (Mill Stream)	<u>P</u> Michele Gonya (Community Rep)
<u>A</u> Lisa Fountain (Fairfield Preschool)	<u>P</u> Richard Yocum (Community Rep)
<u>P</u> David Hall (HomeBased)	
<u>A</u> Danielle Allen (EHS:CCP Partner)	

#### **Others:**

#### **Staff:**

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

**Welcome to our first in-person Policy Council meeting in over two years! It was a celebration to be together in person! Our technology for a hybrid meeting is in the works for improvement and should be updated by the end of the summer.**

### 2. Review/Approval Policy Council Meeting Minutes

Motion to: Accept and approve meeting minutes of 4/19/2022.

Motion by: Glenn Mercier

Seconded: Rick Dugal

Vote: AIF

### 3. Family Engagement

Miriam Jacobs, Family Engagement Manager, shared the following updates with members:

- Recruitment Day is Friday, May 20th with an 8:30 AM kickoff in Skowhegan.
- If a family receives SNAP Benefits, they are now eligible for Head Start.
- State childcare subsidy eligibility guidelines going up in July and will result in more children eligible for support.
- National Head Start Association 'Families Unite for Head Start Teachers and Staff' Webinar is Wednesday, May 25<sup>th</sup> at 7:00 PM. Miriam will share the details of the webinar and registration link with Council members. Please join if you are available to support Head Start Teacher compensation.
- End of year events are occurring as sites begin to close out the school year.
- A recommendation was made by Rick to consider video messages by parents on the impact programming has had on their child.

### 4. Policies:

- A reminder was made that members are invited to join in the pre-review process to shape recommendations for change.
- **Immunization Requirements for Enrollment and Attendance:** new policy drafted to comply with the State of Maine Licensing regulations.

Motion to: Accept and approve the Immunization Requirements for Enrollment and Attendance policy as presented and recommend to the KVCAP Board of Directors.

Motion by: Michelle Gonya

Seconded: Mary-Gene Rumery

AIF

5. **Reports:**

• **KVCAP Board Update:**

- **Continuation Grants:** KVCAP Board of Directors approved, including Change in Scope.

- **Personnel Policy Changes:**

- Holiday Schedule: KVCAP Board of Directors is recommending the addition of Juneteenth (June 19<sup>th</sup>) to the annual Holiday schedule.
- Employee Travel: For years, KVCAP has followed the state minimum of mileage reimbursement of \$0.45 per mile, but due to increased gas prices, the KVCAP Board approved an emergency increase to \$0.585 per mile. The KVCAP Board recommends a quarterly review by the Board of the AAA reimbursement rate and adjust as needed.

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

- **TANF/ASPIRE Application:** A Request for Proposals (RFP) has been released for the State TANF/ASPIRE program. KVCAP and several other Maine CAP agencies agreed to partner with Equus, a national organization, in the competitive grant application. Tracye will share more information as it becomes available.
- **COVID Update:** KVCAP continues to keep its eye on the colors of the counties and follows strict protocols. There have been limited classroom closures. The Head Start masking mandate remains in effect. We anticipate updates sometime this summer.
- **Baby Faces:** Baby Faces, an Early Head Start Family and Child Experiences Study, recently conducted a follow-up study at KVCAP. It is a combination of interviews with families and staff and observations of the children. All information remains anonymous. When received, the Report will be shared with the Policy Council and KVCAP Board of Directors.
- **Educare National Association for the Education of Young Children (NAEYC) Accreditation:** Educare Central Maine was recently awarded re-accreditation by NAEYC. What a tremendous accomplishment, especially during a pandemic. Congratulations Educare!
- **University of California, Los Angeles (UCLA) Early Childhood Training:** Tracye shared that Rhonda Kaiser, the Program Director of Educare, and Nicole Chaplin, the Program Director of Somerset County Preschools, were both chosen to attend the UCLA Head Start Leadership Program. Upon their return, they will join a Policy Council to share highlights of their leadership experience.
- **KVCAP Child & Family Services Federal Program Information Report Summary:** Reviewed attendance trends at length. A recommendation was made by Rick to add trend lines to prior month data so Council members can easily and quickly see if attendance has gone up or down at quick glance. Tracye shared a reminder that the One-Time funds listed on the budget breakdown is earmarked for the paving at Educare this summer.
- **Mastercard Report:** Reviewed March and April reports.

Motion to: Accept and approve the reports as presented.

Motion by: Mary-Gene Rumery

Seconded: Michele Gonya

Vote: AIF

6. **Treasurer's Report:**

Beginning Balance	\$	300.00
Paid Out	\$	50.78
<b>Ending Balance</b>	<b>\$</b>	<b>249.22</b>

Motion to: Adjourn

Motion by: Rick Dugal

Seconded: Michele Gonya

Vote: AIF