

Policy Council Committee Meeting

July 18, 2023

1. Open Meeting

Motion to: Open the meeting

Motion by: Jessie

Seconded: Kristen

Vote: AIF Yes

2. Roll Call & Attendance

P=Present A=Absent E=Excused

Representatives:

P Mary-Gene Rumery (Educare Full-Day)

P Rick Dugal (Educare Full-Day)

P Kristen Gammon (HomeBased)

E Tram Martin (EHS-CCP)

P Ashley Beaulieu (Educare Part-Day)

P Jessi McGowan (Mill Stream)

P Bryan Deleonard (Community Rep
Waterville)

*Policy Council members mentioned considering revisions to the ByLaws in the future for excused absences.

Staff:

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

P Miriam Jacobs, Family Engagement Manager

P Kristin Ludwig, Program Assistant/Marketing Coordinator

P Cathy Michaud, Administrative Assistant

Welcome Cathy. She will be supporting the Behind the Scenes work of Policy Council. Appreciation extended to both Miriam and Kristin for their assistance during the hiring process.

3. Review/Approval Policy Council Meeting Minutes

Motion to: Accept and approve meeting minutes of 6/20/2023

Motion by: Rick

Seconded: Bryan

Vote: AIF

4. Family Engagement

Family / Staff Recruitment Planning (Kristin Ludwig)

Kristin joined to discuss marketing efforts for staff and child recruitment. She shared the Red Nose program selected Educare Central Maine for their promotional video. The University of Maine at Farmington also filmed Educare for its early childhood college promotional videos. Rick has suggested some local radio stations and local YouTube sports channels. Epic Vue resource reviewed to support program recruitment. The program will pursue the cost and plan. Policy Council will continue to encourage parents recruit for Head Start programming. Please let Kristin know if you need any more recruitment materials.

5. Child Outcomes Report

DRDP Review 2022–2023 – Jami Pollis

Jami joined again this year to share Desired Results Developmental Profile (DRDP) data on child growth. A few highlights included high levels in Peer Interaction, Exploration Learning and Gross Motor categories. Fine motor is higher than previous years. The overall data for toddlers across the board shows consistent development. Self-Control of Feelings and Behavior reflects needs (1 in 5) for preschool, which highlights the emphasis on social/emotional curriculum; Conscious Discipline. This assessment tool is excellent in parent/teacher conferences as well as viewing overall status of classrooms and age groups. Acknowledged the challenges for children and families with staff vacancies.

6. Reports:

a. KVCAP Board Update

- Mary-Gene highlighted KVCAP is actively focused on affordable housing with Hartland and Skowhegan construction projects.
- Community Services Block Grant training provided. This is the federal to state funding designated for Community Action Programs (CAPS).
- Parent Survey shared.

b. Child & Family Services Chief Operating Officer Report:

- Child & Family Services Program Information Summary Report – no questions
- Credit Card Expenditures – no questions
- Governor’s Budget – shared and highlighted childcare investments are increasing

Motion to: Accept and approve the reports as presented

Motion by: Bryan

Seconded: Rick

Vote: AIF yes

c. Federal Head Start One-Time Grant Funding Request

- Requesting funding to replace flooring in the Educare building, from 13 years of wax buildup, cracks in tiles in adult & child bathrooms, wear and tear issues. New flooring would also decrease maintenance staff time to maintain the flooring, assuring health & safety standards. The request is below the federal interest and an In-kind match of 25% is required.

Motion to: Approve the Federal Head Start One-Time Grant Funding Request

Motion: Ashley

Seconded: Kristen

Vote: AIF yes

7. Meeting Highlights

- Recruiting with videos and events. Look on social media. Parents please help recruit!
- Children are making developmental gains. Preschool math & toddler language shows great strengths.
- KVCAP is involved in several affordable housing projects.
- Applied for a One-Time Federal Head Start grant to replace Educare flooring for health/safety.

8. Treasurer’s Report

Start: \$200.00

Dispersed: \$44.20

End: \$155.80

Motion to: Accept and approve the report as presented

Motion by: Rick

Seconded: Jessie

Vote: AIF yes

9. Adjourn Meeting

Motion to: Adjourn.

Motion by: Ashley

Seconded: Bryan

Vote: AIF Yes