

Policy Council Zoom Meeting
9-29-20
Submitted by: Kerry Mehling

Members Present at Meeting:

Staff Present: Kerry Mehling, Donna Jenne, Pam Hebbert

Policy Council Meeting called to order by ____ at ____pm. Members reviewed the minutes from the August meeting. ____ **moved to approve the August minutes.** ____ **seconded the motion.** **Motion to approve the August minutes was passed through roll call voting.**

Director's Report:

All members received copy of the Director's report. Donna reviewed the report with members.

Finance Report:

All members received a copy of the Finance Report via their packets in the mail. Pam Hebbert, Fiscal Officer, presented the reports.

An update was provided to members regarding the COVID-19 CARES Act funding and expenditures to date.

Kerry presented the USDA report of reimbursement for July correction and the August USDA report of reimbursement. As a follow-up from the last meeting regarding a question about why adult snacks are higher than adult lunches on the July report, research shows that when there are lower number of children then not all staff will sit and eat with the children at all meals and may be taking breaks during that time. Other reasons could be staff absences causing some staff to be utilized in other areas throughout the day and not eating with the children for each meal. This fluctuation is likely something that occurs often and just hasn't been questioned prior.

_____ **moved to approve the finance report.** _____ **seconded the motion.** **Motion to approve the Finance reports was passed through roll call voting.**

Board Report: Donna presented the Board Report. Topics included:

Old Business:

None

New Business:

October Policy Council Training & Meeting/Center Elections:

Review Program Information Reports (PIR): no reporting required for the 2019-2020 school year due to COVID-19 closures.

COVID-19 CARES Act Funding Updates:

Continuation Grant –

Employment Openings were shared for members to review. Openings included:

- Head Start Floater/Assistant Teacher – Scottsbluff area
- Substitute Head Start Assistant Teacher – On call, as needed
- Head Start Substitute Bus Driver – Scottsbluff area
- Special Education Classroom Teacher 20-21 school year – Day Treatment School
- Substitute Para-educators – Meridian School
- Substitute Teachers – Meridian/Lifelink Schools
- Substitute Job Coaches – Valts/Lifelink Schools
- Substitute VALTS Facilitator – Sidney, on call – as needed.

New Hires:

_____ moved to approve the New Hires. _____ seconded the motion. Motion carried by roll call voting.

Center Reports:

Meeting adjourned at _____pm.