

Policy Council Meeting

3-22-22

Submitted by: Kaiya West and Kerry Mehling

Members Present: Kathrine Macintosh, Cassandra Loos, Ana Rodriguez, Veronica Torres, Mackenzie Schreiber, Laura Morehead, Kaiya West, Sofia Villanueva, and Kristina Stokes

Board Members Present: Ray Richards and Diane Coon

Staff Present: Kerry Mehling, Krystie Hohnstein, Lauren Starke, Roxane Humphrey

Policy Council Meeting called to order by Chairperson, Laura Morehead, at 6:13 pm. New member introductions were made. Members reviewed the minutes from the February meeting. **Kathrine moved to approve the February minutes. Veronica seconded the motion. Motion carried by roll call vote.**

Director's Report:

All members received a copy of the Director's report. Krystie Hohnstein discussed enrollment, attendance, completed activities, upcoming events, professional development and COVID funds spending.

Currently, Home Base has six open seats, and the EHS centers are taking new enrollments. HS in Bridgeport has six open seats, and Gering has one open seat. Attendance is back to meeting required performance standards but would still like to see it increase in the spring months. The second round of home visits and parent-teacher conferences are completed; families continue to make progress towards their goals. Many of the goals will be met by the end of the school, others in the summer months.

Emergency bus evacuation drills and spring tornado drills were completed at locations. To increase security, card readers were installed at the front doors of buildings as well as three panic buttons at both ELC and CDC locations.

Professional development last month included training for family advocates on handling difficult conversations and continued coaching for six staff members. Spring observations are underway as well as other family engagement activities at various locations.

Finance Report:

All members received a copy of the Finance Report. Lauren Starke, Fiscal Officer, presented the reports reviewing operating funds, TTA for EHS and HS, administrative spending, COVID funds, and USDA meal reimbursement.

All In-Kind has been received: approximately \$714,800 from partnership locations, shy of the \$828,300 required for the federal match, so the rest of the In-Kind will be taken from volunteer hours and forms accumulated through other EHS and HS activities.

COVID 1 monies have been fully spent and will be reflected on the March report. COVID 2 and 3 have minimal activity to date. **Kristina moved to approve the finance report, including the CACFP report for February. Kathrine seconded the motion. Motion carried by roll call vote.**

Board Report:

Krystie presented the report.

At the last Board meeting, Amy Trauernicht presented strengths and weaknesses reflected on the internal/external surveys and informed members of the accreditation visits happening at ESU 13. The Early Childhood Department presented program information, funding sources, and the future of the department. The STEM project, Stemming Through Rural America, was discussed. One Board member resigned and the process to fill the vacancy is beginning. The Board also approved an updated motion to accept new bids on a van purchase for the Head Start Program, up to \$40,000.

Old Business: **Added agenda item - Approval of a van purchase up to \$40,000**

Krystie spoke to the Policy Council about previous approval received by them for the purchase of a van. She explained that the program did not have any responses for a bid with the first round of bid openings. A second attempt was made and so far the program has received one bid. Therefore, she asked for Policy Council approval on the purchase of a van up to \$40,000 to cover the range of bids that may come in and the actual cost of a van when a purchase is confirmed. **Kaiya moved to approve accepting bids for a new van up to \$40,000 for a vehicle year 2021 or newer, with all the same specs as before. Kristina seconded the motion. Motion carried by roll call vote.**

New Business:

Mental Health Written Plan Review:

Kerry Mehling and Krystie Hohnstein presented the written plans. All members received a copy of the plans in their packets. Main changes were to position titles and updated verbiage. A typo was identified and edited.

Veronica moved to approve the Mental Health Written Plans. Ana seconded the motion. Motion approved by roll call vote.

Disability & Transition Written Plan Review:

Roxane Humphrey, Partnership Education & Special Services Manager, presented the written plans. All members received a copy of the plans in their packets. Main changes were to position titles, and due to restructuring, several descriptions were updated. **Kathrine moved to approve the Disability & Transition Written Plans. Cassandra seconded the motion. Motion approved by roll call vote.**

Education Written Plan Review & Child Outcomes & School Readiness Goals Discussion:

Roxane Humphrey, Partnership Education & Special Services Manager, presented the Education Written Plans and the second Child Outcomes report. All members received a copy of the plans in their packets. Main changes were to position titles, typographical errors, and repetition across policies. A parent pointed out repetition in assessment policy 4003D, and efforts to eliminate the repetition are still in progress. **Kristina moved to approve the Education Written Plans. Mackenzie seconded the motion. Motion approved by roll call vote.**

Roxane then presented the Child Outcomes Report. Improvements were made for all age brackets in all areas assessed: social emotional, physical, language, cognitive, literacy, and math. All average growth was within the range of “widely held expectations” for the winter, reflecting significant progress for all students. Supervisors review data and meet with teachers to create action plans and individualize instruction. The management team reviews and plans professional development.

Continuation Grant Update:

The Continuation Grant was approved for the 2022-2023 school year.

Update on Certified Teachers:

Krystie presented NDE Requirements for Certified Teachers. The program needs 10 certified teachers; currently, there are no applicants. Waivers approved by NDE will be required if teachers are not certified.

Employment Openings were shared with members. Openings included:

Day Treatment Elem/MS Teacher – Psychology & Behavioral Health
 Early Childhood MTSS Facilitator – Early Childhood
 NE ASD Coordinator – Western Region – Special Education
 Special Education Program Coordinator 22-23 School Year – Special Education
 Summer Grounds/Facilities Help – Maintenance
 Title 1C Education Service Provider – Title 1C
 Part-Time Title 1C Education Service Provider – Title 1C
 Early Childhood Certificated Teacher 2022-2023 School year – Early Childhood Head Start
 Early Childhood Non-Certificated Teacher Bridgeport – Early Childhood Head Start
 Early Childhood Certificated Teacher – Bridgeport – Early Childhood Head Start
 Substitute VALTS Facilitator Sidney – Special Education
 Substitute Para Educators – Meridian, ECEC, VALTS School – Special Education

Job descriptions including credential requirements can be found at www.esu13.org (Employment Opportunities).

New Hires:

Janet Canales - floater/assistant teacher at CDC

Veronica moved to approve the hire. Katherine seconded the motion. Motion carried by roll call vote.

Center Reports:

Center reports were presented for the following locations:

- Roosevelt SBBC
- Home Base
- CDC Room 102

Ray shared that the panhandle EHS/HS program is being viewed as a “model program” by the Public Policy Center in Lincoln.

A personal grievance was voiced about the current Nutrition Analysis reports being “condescending and rude.” Leadership will review copies of the report in question and thanked the parent for informing them.

Next meeting date was adjusted to May 3 @ 6:00 pm.

Meeting adjourned at 7:26 pm