



HUMAN SERVICES
DEPARTMENT



Early Education Division
Head Start Zero-Five Program

Policy Council Meeting
Monday, December 17, 2018 – 5:30 pm to 7:30 pm
15 E. 1st Ave. Mesa, AZ 85210

“Healthy, Educated Children in Supportive Families”

Minutes

CALL TO ORDER

Call to order by Family Services Manager, Nancy Kessay, at 5:43 PM.

ROLL CALL

Secretary Stephanie Van Schoelandt did roll call. 12 members were in attendance, quorum was established.

POLICY COUNCIL	PRESENT	VOTING
EHS HOME BASE		
Yanira Ibarra – Member		
Vacant – Alternate		
EHS CCP WEST		
Kesly Muniz – Member		
Karen Hernandez– Alternate		
EHS CCP EAST		
Heather Fontenot – Member		
Breana Windham – Member		
Enahoro Iboi – Alternate		
Vacant– Alternate		
EHS CENTER BASE		
Hilda Cota – Member	X	X
Stephanie Van Schoelandt – Member	X	X
Marel Lopez – Alternate	X	
Abril Anduaga – Alternate	X	
HS TEMPE/GUADALUPE/SCOTTSDALE CENTER BASED		
Naeemah Muhammad – Member	X	X
Mirna Ocampo – Alternate		
HS CHANDLER/GILBERT CENTER BASED		
Sandra Walker – Member		
Mayra Romo – Member		
Maria Gutierrez – Member	X	X
Paola Raso – Alternate		
Ma. Isabel Munguia – Alternate		
Floricelda Rodriguez – Alternate		
HS MESA CENTER BASED		
Frenchescia Stafford – Member	X	X
Melissa Carpenter – Member		
Aaron Strunk – Member		
Julia See-Teran – Member		
Heather Danburgh – Member	X	X
Dana King – Member	X	X
Sandra Cruz Roa – Member		
Aide Ibarra – Alternate		
Heather Hernandez – Alternate	X	X
Farzana Hadi – Alternate		
Alma Macias – Alternate		
Angelica Amador – Alternate		
Dulce Alvarez – Alternate		
Janette Galindo – Alternate		
COMMUNITY REPRESENTATIVES		
Anastasia Smith – Member		
Richard Casto – Member	X	X
Susan Jacobs – Member	X	X

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Georgina Morineau – Member		
Sarah Agostinho – Member		
BOARD OF SUPERVISORS		
Cristina Arzaga-Williams - Liaison (non-voting)		
	TOTAL	TOTAL
*10 NEEDED FOR QUORUM	12	10

Additional persons present:

	Attendee	Role		Attendee	Role
1.	Eve Del Real	Head Start Director	2.	Glenda Henman	Mental Health Associate
3.	Tami Philips	Inclusion Coordinator	4.	Michelle Jarosinski	ERSEA Coordinator
5.	Nancy Kessay	Family Services Manager	6.	Ram Muppirala	Grants Accountant
7.	Sheri Simmons	Program Analyst	8.	Jen Gaulke	Community & Partnerships Manager
9.	Chrisanda DeBois	Head Start Nurse	10.	Neelam Sandhu	Early Head Start Teacher
11.	Eric Bucher	CDE Manager			

1. DIRECTOR’S REPORT, Eve Del Real

- a. Eve spoke about the announcement of the release for a COLA (Cost of Living Adjustment) Application. It would be a 1.77 increase, which would equal to a little over \$200,000 for our largest grant.
- b. She also spoke about her visits to some of the classrooms. The reason for these visits is to identify needs and facility improvements that are needed for teachers to be successful in their classrooms.
- c. She announced that Maricopa County Head Start was one of the recipients of the National Head Start Advocating for Policy Change Award.

2. PROGRAM SERVICES OVERVIEW

- a. **Child Development & Education, Eric Bucher** – Eric shared information and data about the progress children are making towards school readiness goals, and also what high quality education looks like at Head Start.
- b. **Proposal to Change the Home base Curriculum, Jen Gaulke** – Jen had asked the Family Educators what challenges they were facing. Their response was having to add and supplement to the current curriculum they are currently using. They reviewed and compared four curriculums and selected Partners for Healthy Baby to use for the 2019-2020 program year.
- c. **Program Self-Assessment, Eve Del Real** – Eve spoke about the self-assessment that is done every year. It is a comprehensive review of how the program is doing. A case study is done on approximately 300 of our files. Policy Council members were asked to volunteer to help with the assessments.

ITEMS FOR DISCUSSION

3. Carry Over Proposal, Year 1 Funding, Eve Del Real

Eve gave a summary of the proposal to use the funds for site improvements, front office remodel at the East Side Office, classroom supplies and both indoor and outdoor equipment.

4. Policy Council Parent Representative Reports

No parent representative reports.

5. Policy Council Community Partner Agency Reports

No community partner agency reports.

6. Board of Supervisors Report, Cristina Arzaga-Williams

No Board of Supervisors report.

7. Call to the Public

No members of the public answered.

APPROVAL ITEMS

- a. **November 26, 2018 Policy Council Minutes.** Richard Casto made the first motion. Heather Hernandez second motion.

No opposes. Approved by all members.

- b. **Monthly Financial Statements for November.** Heather Hernandez made the first motion. Heather Danburg second motion. No opposes. Approved by all members.

- c. **Carry Over Proposal – Year 1 Funding.** Heather Danburg made the first motion. Richard Casto second motion. No opposes. Approved by all members.

8. ADJOURNMENT

Chairperson Frenchescia Stafford adjourned the meeting at 7:11 PM.

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NEXT MEETINGS

- **Policy Council Meeting**, Monday, January 28, 2019, 5:30-7:30 PM
FUMC First United Methodist Church 15 E. 1st Ave. Mesa, AZ 85210

All parents are invited to attend all Policy Council meetings and Standing Committee meetings.