

NEICAC Policy Council

September 15, 2020

Due to COVID-19, the September Policy Council meeting was held via Zoom. Participants included: Greta (Monona), Anna (Waukon), Amber (Waverly), Charlotte (Oelwein), Matt (Waverly), Sharon Burke, Cindy Petsche, and Denise Tapscott (staff)

Amber called the meeting to order at 6:31 p.m. and roll was taken.

A motion to approve the August minutes was made by Anna and seconded by Matt. The motion carried.

Director's Report

Staff Changes: We still have two teacher openings. One for Postville Head Start and one for Oelwein CD.

If you are aware of any teachers with Early Childhood or Elementary Education degrees, we would appreciate you encouraging them to apply. They can go to the agency website-neicac.org to complete an application.

Budget: Early Head Start and Head Start budget summaries were reviewed. Both programs are on target for this time of the year. Sharon will be requesting a Non-Federal Share Waiver for our non-federal share (in-kind) shortfall due to COVID-19.

Enrollment: Cindy reviewed the Early Head Start and Head Start enrollment reports. EHS is working to maintain full enrollment as we replace children who have recently transitioned out. Head Start is climbing slowly but have not reached full enrollment. Please help us spread the word as we work toward full enrollment.

Wrap Around: We are working to verify eligible families. We can receive funding for up to 145 families and we hope to reach that number. The work verification needed from employers can slow down the process. We are currently at 107.

2020-2021 School Year: -is underway. At the beginning of the school year, staff spend time helping the children transition back to school and settle into the daily routine. To date, we have had no positive COVID cases within our classrooms.

Annual Report: The Head Start Annual Report was reviewed at the meeting. The report is also available on the agency's website-neicac.org

Agency Program Goals: The Early Childhood Programs, Agency Program Goals for April-May-June 2020 were reviewed. Some goals were not achieved due to classroom closures for COVID.

HS Designation Renewal System: We were pleased to learn that the Office of Head Start has changed the conditions that determine grantee's need to compete for funding. They have revised the CLASS condition and eliminated the lowest 10% trigger and replaced it with minimum threshold requirements. Our Head Start Program scored above the Competitive thresholds in all areas. The Office of Head Start also established Quality thresholds to identify Grantee's in need of support to implement a quality improvement plan. We also scored above these thresholds.

CACFP Report: The August CACFP claim for reimbursement was reviewed. The numbers reflect the lower enrollment in our summer months.

The next meeting will be held on October 20, 2020 at 6:30 p.m. New member training typically occurs prior to this meeting. PC members will be notified closer to the date whether we will meet in person or via Zoom.

The meeting was adjourned at 7:05 p.m.

Submitted by Denise Tapscott

