



Policy Council Report

November 19, 2020

Policy Council Conference meeting via Google meets

1. Hire request of Rachel Seegrist as Family Advocate was approved.
2. Hire request of Braylee Bell for On Call Teacher Assistant was approved.
3. Hire request of Kymberlee Hobbs for Extended Day Teacher was approved.
4. Transfer request of Karen Anderson to Mentor Coach was approved.
5. Transfer request of Kelsea Dustrup to Part Day Teacher Assistant was approved.
6. Transfer request of Rachel Coscia to Disability Aide was approved.
7. Transfer request of Allie Stec to Virtual Teacher Assistant was approved.
8. Transfer request of Annalise Netzley to Virtual Teacher was approved.
9. Transfer request of Maria Alonzo to On Call Teacher Assistant was approved.
10. Transfer request of Emily Bengtzen to Extended Day Teacher Assistant was approved.
11. Transfer request of Emily Wayman to EHS Child Development Assistant was approved.
12. Transfer request of Kaycey Peterson to Child Development Manager was approved.
13. Transfer request of Cynthia Pugmire to Homebased Manager was approved.
14. Transfer request of Julie Reid to Centerbased and Homebased Education Manager was approved.
15. Transfer request of Yenny Lopez to ERSEA Recruitment Specialist was approved.
16. Glen Dautrick was approved as 2020-2021 Policy Council Chairperson.
17. Steven Barton was approved as 2020-2021 Policy Council Vice Chairperson.
18. Shanna Spuhler was approved as 2020-2021 Policy Council Treasurer.
19. Shanna Spuhler was approved as 2020-2021 Idaho Health Advisor.
20. Joanna Morgan was approved as 2020-2021 Utah Health Advisor.
21. Ashley Davis was approved as a 2020-2021 Policy Council Community member.
22. Ben McCullouch was approved as a 2020-2021 Policy Council Community member.
23. Tami Murray was approved as a 2020-2021 Policy Council Community member.
24. Policy Council was trained on CACFP.
25. Policy Council was trained on Code of Conduct and Grievance Procedure and voted to approve the procedure.
26. Policy Council was trained on Conflict of Interest and voted to approve the Conflict of Interest policy,
27. Voted to approve the Operational Procedures.
28. Voted to approve Fiscal Policies and Procedure.
29. Voted to approve Employee Policies and Procedures.
30. FYI the following translators have been approved Ben Balkan for ASL and Madyson Gray for Chinese.
31. October 8, 2020 Meeting Minutes were approved.
32. October 20, 2020 Interim Meeting Minutes were approved.
33. November 3, 2020 Interim Meeting Minutes were approved.
34. Policy Council meetings will continue via Google meets.
35. Director's Report-We have Homebased, Centerbased, and Virtual services going at the same time. We are working on our Homebased services and making sure that it is working for our families. We are looking into alternate locations as weather has become colder and doing them outside is not an option
36. COVID-19 Closure Report-. The number of cases have been pretty low. All staff have been reminded to wear masks when in the building and follow our protocols. We need to try and keep

everybody healthy and safe. We follow governor's mandate, school district mandates, and health department guidelines.

37. Parent COVID letter was read.
38. Budget Report – We have received word that programs can apply to consolidate grants. We have filed a letter of intent with Office of Headstart.
39. Budget committee discussed spend down and where the funds may be used and spent appropriately
40. Board Report- Board reported that the last Board meeting was October 27th. They reviewed BRHS Covid-19 protocol. Board voted to approve School Readiness Goals, the Trauma Informed Care Plan, Recruitment and Enrollment Policy, Report to the Public, and to approve the grant. Reviewed fiscal report, Directors report, and COVID report.
41. Community Report-
 - 11/26 Turkey Trot in Smithfield
 - Zootah in Logan : Nov. 28-Dec. 19 from 4:30-8:00
 - Parade of Gingerbread Homes Dec. 7, 2020
 - The Family Place is offering parent/child classes. Call for more details 435-752-8880
42. PC Concerns addressed-
 - Concerns brought to attention are being addressed.
43. Parent Committee Meeting report
44. Information Calendar Review – Sareena (**see attached calendar**)
45. Meeting was adjourned.

Next PC Meeting will be held on Thursday, December 17, 2020 @ 5:30pm

