1. Call the Meeting to Order – Ashley Pruitt @ 936am
2. Public Comment – None
3. Reports
4. Parent, Family and Community Engagement Opportunities – Julie Lovell

There were 213 hours of in-kind for the month of December. Head Start Scholarships are due April 1st. Virtual Scholarship workshops: Jan 24th, Feb 21st and March 15th 9-930 & 6-6:3pm.

1. ERSEA Report – Christopher Spence

72 of 79 slots for Early Head Start and 255 of 259 slots for Head Start are currently filled. There are 96 children on the Early Head Start (Prenatal -3 years) and 139 Head Start (3-5 years) waitlists. The average daily attendance for the month of December was 77% for both Early Head Start and Head Start. Primary reasons for absences were illness and 33% were “unknown” which requires follow up from the Teacher to ensure all children are accounted for. Please call if your child is going to be out to save our Teachers the time it takes to follow up.

1. Executive Director’s Report – Stephany Koehne

There have been 2 childcare licensing findings in an EHS classroom regarding safe sleep at our Riverside Center. We have finally received approval of FY 2024 Grant. Changes to Head Start performance standards have been released and are open for public comment. Katherine, our ECE Specialist Region 10 has moved on and we will be getting a new one. CACFP (oversees our nutrition program) review was completed first week in December. 7 areas were in compliance. 4 were not in compliance and corrective action is being taken to address them.

1. Financial Report – Kerri Godinez – TABLED
2. Kids & Company Board Minutes – Reviewed
3. Personnel Action Report – Lexus Deyerle & Ashley Randle

12/08/2023 – 1/5/2024 Education 2 Center Supervisors – 1 assigned to Riverside, 1 assigned to 35th Street CEHS and AEHS Plaza

1. **Attendance** – Breeanna Paul

Stephany Koehne, Julie Lovell, Chrystee Houser, Christopher Spence, Robbi Claborn, Lexus Deyerle, Ashley Pruitt, Mary Keenon, Michelle Mooney, Gayla Lawrence, Deanna Larson, Pam Woitt, Molly Beggs, Gwen Sparhawk, Samantha Hadley, Breeanna Paul, Claudia Roman, Ashley Randle, Christina Banks Edoja

1. **Agenda Additions:** None
2. **Consolidated Actions** *(Motion)*
	1. Agenda Approval
	2. December’s Meeting Minutes

Michelle made motion to approve consolidated action items. Breeanna 2nd motion. Motion approved.

1. **Old Business** - None
2. **New Business**
	1. ERSEA Training – Christopher Spence
	2. Fall Outcomes Report – Chrystee Houser – TABLED
	3. OPK Revised Budget *(Motion)* – Stephany Koehne

Michelle moved to approve the OPK budget revisions as presented. Lexus 2nd motion. Motion passed by unanimously.

1. **What to share at your Parent Meeting- ALL**

Parents are strongly encouraged to call or text their child’s teacher if they will not be at school prior to the start of the school day.

1. **Announcements – ALL**
	1. Community resources/events to share

Michelle shared that on the 30th of January National Draw a Dinosaur Day.

* 1. Next Meeting Date & Time: February 12th 2024
	2. Complete Policy Council Meeting Survey and In-Kind.
1. **Door Prize Drawing**

Ashley Randle, Lexus Deyerle, Ashley Pruitt

1. **Adjournment** @ 11:28am

