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### **RUCD Mission Statement**

To create an environment of opportunities where  
Head Start & Early Head Start children and  
families are empowered to change their lives.

#### **Policy Council Members in Attendance:**

Molly McGann, Mary Pape, Mindy Madsen, Scottee Brower, Sami Rosequist

#### **Staff Members in Attendance:**

Keri Allred, Crystal Kobe, Nicky Vogrinec, Heele Eden, Shanel Gray

#### **Last Meeting Follow-up:**

1. Heele Eden reminded the council about Robert's Rules and the instructions were shared in the google drive.
2. Crystal Kobe made the suggestion that we switch from Zoom meetings to Google Meet for future meetings. The interface is more user friendly and easier to use. Policy council members agreed to make this change.

#### **Welcome:**

Mindy Madsen welcomed everyone to the August 20th, 2020, Policy Council Meeting.

#### **Quorum Declaration:**

Mindy Madsen declared a quorum with five (5) members in attendance.

#### **Conflict Declaration**

No conflict declared.

#### **Agenda:**

The August 20th, 2020, Policy Council agenda was reviewed. In order to get emergent items approved by the Policy council, an amendment needs to be made to the agenda. We will focus on items (9) FY21 Continuation Grant Approval and (11) Office of Head Start Notice: Funding Opportunities for Head Start/Early Head Start Expansion. Items (7) EHS COR outcomes for the full year, (8) PC ByLaws and (10) PC Member to serve on RUCD Board of Directors will be added to the next meetings agenda. Mindy Madsen called for a motion to approve the amended August 20th, 2020 agenda. Molly McGann made a motion to approve the amended August 20th, 2020 Policy Council agenda. Scottee Brower seconded the motion. All approved, motion carried.

### **Minutes:**

Mindy Madsen called for a motion to approve the June 17th, 2020 Policy Council meeting minutes. Mary Pape made a motion to approve the June 17th, 2020 minutes. Molly McGann seconded the motion. All approved, motion carried.

### **Monthly Reports:**

Mindy Madsen called for a motion to approve the June and July monthly reports. Molly McGann made a motion to approve the June and July monthly reports. Scottee Brower seconded the motion. All approved, motion carried.

### **Agenda Items:**

1. **FY21 Continuation Grant Approval** - Copies of the FY21 2021 Grant Proposal Executive Summary, RUCD Cost Allocation Plan, Program Goals 2020-2024, Self Assessment and Improvement Plan, Training and Technical Assistance Plan and the Annual Report were shared with the Policy Council Members in the shared google drive.
  - a. Policy Council members discussed the FY21 Continuation Grant.
  - b. Keri Allred reported that no changes were made to the RUCD Cost Allocation Plan at this time due to the COVID-19 pandemic.
  - c. Shanel Gray discussed adding School Readiness Objectives to Program Goals 2 and 3. The Policy Council members in attendance approved the additional objectives.
  - d. The Self Assessment was completed and an Improvement Plan was created to look at strengths and gaps.
  - e. The Training and Technical Assistance Plan was created to monitor required training, 15 minute training will be included in the Policy Council meetings according to the required training Policy Council needs to receive.
  - f. The Annual Report data was reviewed.
  - g. Time was provided for any questions. Mindy Madsen called for a motion to approve the FY21 Continuation Grant. Scottee Brower made a motion to approve the FY21 Continuation Grant. Molly McGann seconded the motion. All approved, motion carried.
2. **Office of Head Start Notice: Funding Opportunities for Head Start/Early Head Start Expansion** - This notice was shared with the Policy Council members through the shared google drive. Keri Allred reminded the Policy Council that this is a very competitive grant and that the due date is September 21, 2020. Keri Allred has decided to use the same grant writer we have used in the past. This grant could possibly add 40 slots to our program.

Mindy Madsen called for a motion to adjourn the meeting. Molly McGann made a motion to adjourn the August 20th, 2020, Policy Council meeting. Mary Pape seconded the motion. All approved, motion carried.

Meeting adjourned at 10:00 AM.

### **Date and Time of Next Meeting:**

The next meeting is scheduled for September 16th, 2020 at 10:00 am.