



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:

Mindy Madsen, Holly Jensen, Molly McGann, Mary Pape, Sky Edmiston, Alissa Allen

Staff Members in Attendance:

Nicky Vogrinec, Heele Eden, Kristen McCourt, Keri Allred, Shanel Gray

Housekeeping:

Heele Eden welcomed everyone to the meeting and introduced Molly McGann as the Policy Council Chair.

Welcome:

Molly McGann welcomed everyone to the June 16th, 2021, Policy Council Meeting.

Quorum Declaration:

Molly McGann declared a quorum with six (6) members in attendance.

Conflict Declaration

No conflict declared.

Agenda:

The June 16th, 2021 Policy Council agenda was shared in the meeting invitation as read-ahead material. Molly McGann called for a motion to approve the June 16th, 2021 agenda. Sky Edmiston made a motion to approve the June 16th, 2021 Policy Council agenda. Mary Pape seconded the motion. All approved, motion carried.

Minutes:

The May 19th, 2021 meeting minutes were shared in the meeting invitation as read-ahead material. Molly McGann called for a motion to approve the May 19th, 2021 Policy Council meeting minutes. Sky Edmiston made a motion to approve the May 19th, 2021 minutes. Alissa Allen seconded the motion. All approved, motion carried.

Monthly Reports:

The May 2021 monthly report slides were shared in the meeting invitation as read-ahead material. Molly McGann gave the Policy Council members time to ask any questions regarding the report. Molly McGann called for a motion to approve the May monthly report. Sky Edmiston made a motion to approve the May monthly report. Holly Jensen seconded the motion. All approved, motion carried.

Agenda Items:

8. Office of Head Start Monitoring Review Non-Compliance - Keri Allred & Shanel Gray
Keri Allred shared the Program Performance Report in the shared google drive folder. We are required to self-report any occurrences to the regional office. An incident was reported and we have received a non-compliance. This is not considered a deficiency. We have 120 days to complete what is necessary to remedy this. We already have several things in place to solve the issue. We have 2 different secured gates and each staff member has a walkie talkie. Each staff member needs to be committed to protect our students. Keri Allred will provide updates in future meetings. Shanel Gray shared a copy of the Corrective Action Plan we have in place. The report shows what steps will be taken to correct the action in question. We will also be purchasing bluetooth cameras for better monitoring. Molly McGann called for a motion to approve the Corrective Action Plan. Sky Edmiston made a motion to approve the Corrective Action Plan. Alissa Allen seconded the motion. All approved, motion carried.

9. RUCD Policy Manual Approval - Keri Allred

A copy of the RUCD Policy Manual was shared with the Policy Council in the shared google drive. Keri Allred went through the manual with the members and showed the suggested changes. Most of the changes that were made were to reassign staff responsibilities. Molly McGann called for a motion to approve the RUCD Policy Manual. Sky Edmiston made a motion to approve the RUCD Policy Manual. Holly Jensen seconded the motion. All approved, motion carried.

The Policy Council would like to meet in person for our next meeting in August.

Molly McGann called for a motion to adjourn the meeting. Holly Jensen made a motion to adjourn the June 16th, 2021, Policy Council meeting. Sky Edmiston seconded the motion. All approved, motion carried.

Meeting adjourned at 10:35 AM. - Next meeting is scheduled for August 18, 2021 at 11:00 AM.