



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:

Ashley Abarca, Sara Fletcher Emily Powell, Jessica Spendlove, Sarah Haslam, Seven Larsen, Tabatha Charlene, Shambraya Barela

Staff Members in Attendance:

Lauren Aquilino, Odalis Dial, Keri Allred, Lora Johnson, Misty Valdez, Shelley Jolley

Welcome:

Ashley Abarca welcomed everyone.

Quorum Declaration:

Ashley Abarca declared a quorum with more than four members present.

Conflict Declaration

No conflict was declared.

Agenda:

Ashley Abarca called for a motion to approve the agenda. Sara Fletcher motioned to approve the minutes. Emily Powell seconded the motion. All approved, motion carried.

Minutes:

Ashley Abarca called for a motion to approve the February minutes. Chambray Barela motioned to approve the minutes. Emily Powell seconded the motion. All approved, motion carried.

Agenda Items:

Monthly Reports

Ashley Abarca called for a motion to approve the monthly reports. Emily Powell motioned to approve the monthly reports. Shambraya Barela seconded the motion. All approved, motion carried.

Policy Council Officers

Lauren Aquilino opened the floor to any council members that would be interested in serving as the secretary. She asked Sara Fletcher to give insight into what secretary duties include. Sara shared that being secretary was basically typing the minutes for the policy council meetings and it would take about ninety minutes each month to complete the minutes. Sara shared she only stepped down as secretary due to other obligations. There were no volunteers. The office will stay vacant until filled.

Full Enrollment Initiative Update

Lauren Aquilino shared that RUCD is fully enrolled in Head Start and that Early Head Start is enrolled in 93 out of 96 funded slots. The RUCD management team is considering cutting some more Early Head Start slots. Lauren also spoke about the full enrollment plans and what various sites have been doing to increase recruitment. Sara Fletcher asked which service areas are low in enrollment. Lauren answered that under-enrolled sites are San Juan and the Carbon/Emery caseload. Shelley added that part of the Full Enrollment Initiative is that for the next nine months none of the sites can drop below 97% enrollment, so sites need to be fully enrolled and have a waitlist to fill slots that might open with transitioning or dropped students.

Notice of Non-competitive Grant Award Eligibility

Keri Allred shared the letter announcing the non-competitive grant. The letter has no implications for RUCD because the program hasn't received its Focus Area 2 review.

Competitive Grant Announcement

Keri Allred gave an overview of the Head Start and Early Head Start expansion grant that is being offered. Keri asked for approval from the policy council to apply for the grant. If awarded the grant RUCD would expand Early Head Start services to offer center-based options in our service areas. The grant would add 45 funded slots. Sara Fletcher asked if the center-based options would run in a similar way to the Head Start programs. Keri answered that EHS programs require more hours to be offered to families, so EHS programs run through the summer months. Sara also asked how it would be determined which children would be offered the center-based slots. Keri explained that families would indicate their preferences when they apply to the programs. Sara also asked how the expansion would affect the home-based programs. Keri is hopeful that it would better meet the needs of applying families. Currently, the Carbon county center-based classroom is one of the few areas that has a long waitlist, indicating that families prefer the center-based options to meet their needs.

Schedule April Meeting

Focus Area 2 (FA2) Update

Keri provided a brief update on the expectation of when RUCD will receive its FA2 review.

New Business/ Concerns

Tabatha Charlene brought up a concern that she has discussed with other parents at her center. Parents want to know why they have to clearly print their full names when dropping off and signing out their children.

Adjournment

Ashley Abaraca called for a motion to adjourn the meeting. Sara Fletcher motioned to adjourn. Seven Larsen seconded the motion. All approved, motion carried.

The next meeting is scheduled for April 17th.