



KidZKount *Strengthening Families for a Better Tomorrow*

Placer Community Action Council, Inc.

**Policy Council
Meeting Minutes
March 5, 2008**

9AM Breakfast
9:30AM “Getting Parents Involved” Training
10AM-NOON Regular Meeting

Packet Distribution: Policy Council Members, All Centers, and Central Office

Attending: Jo Ann Wojcik, Michelle Tubera, Elizabeth Aguerto, Maria Gaan, Luz Garcia, Renee Reynolds, Tom Grayson, Danielle Simpson, Terry Tyler, Francine Nunes, Illya “Billy” Bergala, Susanna Lamborn, Renee Watson, Maria Galvan, Melissa Sampley, Azucena Cardenas

Staff: Linda Scudder, Tiffany Mair, Corina Cabrera, Crystal Durocher, Coya Dunks, Trina Quinn, Heidi Lutzker, Cathy Vaughan, Judith Irons, Deborah Lynn, Stormy Nelson, Pat Drost, Diane Katz, Christine Mattos, Deborah Lynn, Nancy Myers, Cathy Vaughn, Carol Len Shackelford

Desired Outcome: By the end of this meeting, we will

- Review minutes from the previous Policy Council meeting
- Make nominations for Secretary and Parliamentarian
- Hear report from the Executive Director
- Vote on Policies and Resolutions
- Vote on Annual Self Assessment
- Vote on Bylaws and Standing Rules Revisions
- Hear report from the Finance Director
- Hear the Executive Committee report
- Hear reports from Finance and Program Committees
- Hear Personnel Committee’s report and vote on Provisional Employees
- Share what is happening at sites and community in Center and Community reports
- Hear reports from Advisory Committees

Agenda

<u>Item</u>	<u>Presenter</u>
<u>Getting Parents Involved Training</u>	Linda Scudder
<ul style="list-style-type: none">✓ Linda opened up the training with an icebreaker, Parent Bingo.✓ She read a short story about attitude from <u>The Healing Power of Humor</u>.✓ “If you’re not having fun, you’re not getting it done.”✓ Parent involvement helps influence children’s positive attitudes and engagement. It benefits children, parents, and our schools.✓ What does parent involvement look like? It can be a PC meeting, leadership, projects at home with children, volunteering with Family Services or in the classroom, reading to your child, collaborating with other parents, etc.✓ Parents met together in small groups to brainstorm potential solutions to address any barriers to parent involvement that they may have noticed.✓ Some solutions: BBQs to get parents (and fathers) involved, many men want to come to events if other men are attending, may want to have Tom Grayson at a meeting or have him meeting males in the program on weekends, etc., create networks of outside support for families – family advocates can help identify families and help them get more involved, make meetings seem exciting and important to attend, identify language barriers and address them with translators, etc., create a comfortable environment, utilize Bonus bucks as incentives, have “party favors” like bookmarks for meetings, etc.✓ Linda also presented some information on how to plan a meeting. Be sure that meeting set up is addressed as well as childcare, if it will be provided.✓ Also remember to look over the “desired outcomes” listed on the front of the PC agenda. This is the information that you will bring back to your parent meetings.✓ Linda also read from the children’s story by Suzanne Bloom, entitled <u>A Splendid Friend</u>.	

Indeed. Don't forget that persistence pays off!
Susie will be taking the book home and reading it
to her child and report on the experience next
meeting.

Call to Order @ 10:16am
Roll Call

Melissa Sampley
Melissa Sampley

- ✓ Melissa took roll call in Anastasia's absence.

Pledge of Allegiance

Melissa Sampley

Introductions

Melissa Sampley

- ✓ Parents and staff introduced themselves.

Approval of Minutes *February 6, 2008*

Melissa Sampley

**MSC / Francine Nunes / Terry Tyler to approve the
minutes as presented.**

Approval of Agenda

Melissa Sampley

**MSC / Danielle Simpson / Susie Lamborn to approve
the agenda.**

PC Treasurer's Report *\$772.29*

Melissa Sampley

- ✓ Melissa gave the report in Tracy's absence.

Action Items:

Nomination of Secretary & Parliamentarian

Melissa Sampley

- ✓ Secretary: Terry Tyler
- ✓ Parliamentarian: Danielle Simpson
- ✓ **MSC / Susie Lamborn / Billy Bergala to accept
the nominations of Terry Tyler and Danielle
Simpson.**

Policies & Resolutions

Christine Mattos

- ✓ Christine presented the Policies & Resolutions
that were previously mailed to Policy Council
members before today's meeting.

- ✓ **MSC / Michelle Tubera / Danielle Simpson to approve the Policies & Resolutions.**

Annual Self Assessment

Christine Mattos

- ✓ Christine spoke to the Self Assessment process that addresses the strengths and gaps in our program. She presented the final written document to the Policy Council for approval.
- ✓ One area we addressed in the Self Assessment is parent involvement. Additionally, we addressed enrollment and attendance, and every other aspect of the program. One area that we will be improving is increased documentation of staff members' trainings.
- ✓ **MSC / Danielle Simpson / Michelle Tubera to approve the Self Assessment.**

Melissa Sampley

Bylaws & Standing Rules Revision

- ✓ The Executive Committee met after the last Policy Council meeting to revise the Bylaws & Standing Rules to bring them into alliance with Reauthorization Bill. Members received the draft documents through the mail before the PC meeting.
- ✓ Melissa reviewed the proposed changes to the documents.
- ✓ **MSC / Danielle Simpson / Billy Bergala to approve the Bylaws and Standing Rules.**

Executive Director Report

Christine Mattos

- Program Status
 - ✓ Christine gave the report for Denyse, who was out ill.
 - ✓ Staff will be having an in-service awards luncheon on March 14, 2008.
- Community Partnerships

- ✓ Auburn Kiwanis invited Denyse to speak at one of their meetings. Kiwanis awarded \$500 to the KidZKount program.

- Legislation Update

- ✓ Denyse resubmitted legislative information provided last month to emphasize the importance of the documents.
- ✓ We are providing services to children and families with less money due to these cuts. Head Start funding has declined 11% since 2002.
- ✓ Please see the written Executive Director's report for more information.

Policies & Resolutions (*ACTION*)

Christine Mattos

Annual Self Assessment (*ACTION*)

Christine Mattos

Finance Director Report

Nancy Myers

- ✓ Thank you to staff who complied with our budget freeze at the end of the year. This freeze allowed us to balance the budget at the end of the year.
- ✓ We need more parents on our Finance Committee.

Executive Committee

Melissa Sampley

- Bylaws and Standing Rules (*ACTION*)

Standing Committees

- **Finance Committee**

Nancy Myers

- **Program Committee**

Danielle Simpson

- ✓ The committee reviewed the Policies & Resolutions and Self Assessment.
- ✓ We also need more parents on the Program Committee.

- **Personnel Committee**

Suzanne Roberts

Action Item:
Provisional Employees

The meeting was closed at 11:30am for the confidential Personnel information.

Melissa reminded the group that the information is confidential and should not be shared outside of the closed session.

The meeting was reopened at 11:40am.

Center Committee and Community Reports

Delegates/Alternates and
Community Members

PCOE (Francine): April is the Month of the Young Child. PCOE is offering several events for programs and families that celebrate young children. April 17th – Children’s Event at Sunset Center in Rocklin, CA. April 22nd – Evening with Bev Bos on the role of storytelling in early childhood settings. Francine passed out several fliers with information on these exciting events.

Roseville 2 (Luz): Bonnie Thomas came out to a parent meeting and discussed food choices at home. There was a lot of parent participation.

Ready Springs (Terry): The children have been learning about frogs in conjunction with Leap Year. There was walking field trip to the post office and the children sang to a group of disabled adults at a local church. Parents will be painting the classroom at Ready Springs. Terry is hoping to get ten parents together to get this complete. As it is warming up, the children are able to do more outside activities. There is also a new teacher, Carol, at the site.

Grass Valley EHS (Susie): The site just had their first parent meeting. The group decided to have an opportunity drawing to raise money for field trips. The children will be making their own pizzas in the classroom.

Lincoln (Elizabeth): Candles are being sold for funds for the classroom.

CC Coppin (Renee): Renee was elected as the new PC

rep at the last parent meeting. The group reviewed possible field trips for the children. The children will be able to attend three field trips as a result of the fundraising. Parents just completed a fundraiser for improving the playground. The children are learning about worms, planting seeds, and other fun spring activities.

North San Juan (Danielle): Parents are still working on the cookbook. The Valentine's dance, live action and dessert contest were wonderful experiences. The site made \$1,300 as a result of the event. Children will go to the open gym and are planning other field trips to help expose children to the environment and nature. Children made Valentine's and took them to the Senior Center and sang for the older adults. Celebrating Families is beginning this Thursday.

Loomis (Renee): Children made muffins and Valentine's in February. Many children have been out with the flu. The parent meeting will be tomorrow (providing lunch) – 15 parents signed up to attend. We are discussing having a garage sale for a fundraiser. We are considering going to the zoo as one of the field trips for the children.

Sheridan (Michelle): There was very good turnout at the last parent meeting. The review went well. Everyone is signing up for home visits. The children went to the Twelve Bridges Library and the kids walked to the post office to mail Valentine's. We will have baskets as prizes for the next opportunity drawing. Photo albums are still for sale.

Sierra College (Melissa): We are gathering recycling materials for a fundraiser. We are working with Briar Patch to get lower priced organic milk, etc. We are applying with Nevada County School District for approval to make and sell a cookbook. Parents discussed having someone to come out to register people to vote.

Advisory Committees:

- Family Involvement Advisory Committee

✓ There was no meeting.

Linda Scudder

- ✓ We will be going to a River Cats game on May 17th. Three busses will transport families to the game. You can purchase tickets with your Bonus Bucks.

- Involvement Males Advisory Committee

Tom Grayson

- ✓ There is an updated book list.
- ✓ Remember to save your Bonus Bucks for the River Cats game.
- ✓ Please remember to hand out Bonus Bucks at parent meetings. Also, provide information on males who attend meetings so that we can capture male involvement data for our program.
- ✓ Tom would like a parent to come along to purchase books on March 19th, 9am-noon in Sacramento. We want to make sure we are purchasing age- and culturally-appropriate books for your children.
- ✓ Tom is recruiting Male Ambassadors for all sites. Tom is looking for one parent from each site to participate and be the male involvement liaison. Tom is very flexible and can meet with parents in evenings or on weekends if necessary. We will be offering four trainings at the central office on this program.

- Health Advisory Committee

Diane Katz

- ✓ We are looking for a new chairperson. The next meeting is April 10th. The meetings are every other month on the second Thursday.

- Child Development Services

Diane Katz

- ✓ The next meeting is March 13th. Meetings are the second Tuesday, every other month at 1:30pm.

- ERSEA

Lisa Fuller

- ✓ No one was available to report since the unit is busy entering enrollment data into ChildPlus.net.

Old Business

New Business

- ✓ Agenda for next month: Seating new members, Golf Ambassador to present, and a staff presentation.

Adjournment @ 12:30pm