



**KidZKount** *Strengthening Families for a Better Tomorrow*

Placer Community Action Council, Inc.

**Policy Council  
Meeting Minutes  
April 2, 2008**

9AM Breakfast  
9:30AM Training & Recruiting for Parent Committees  
10AM-NOON Regular Meeting

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

Attending: Jennifer Riley, Terry Tyler, Luz Garcia, Cathy Locke, Jo Ann Wojcik, Renee Reynolds, Tere Villanueva, Susanna Lamborn, Cathy Warner, Melissa Sampley, Keva, Michelle Tubera, Renee Watson, Kathy Russo, Brianna Carey

Staff: Tiffany Mair, Crystal Durocher, Coya Dunks, Tom Grayson, Cathy Vaughan, Christine Mattos, Trina Quinn, Yuleima Galan, Heidi Lutzker, Rosa Soto, Carol Len Shackelford, Pat Drost, Stormy Nelson, Colene Patton, Corina Cabrera, Bonnie Thomas, Diane Katz, Keri Gerhart, Linda Scudder, Suzanne Roberts

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

- Review minutes from the previous Policy Council meeting
- Vote in the new Secretary and Parliamentarian
- Hear report from the Executive Director
- Vote on PIR PIP
- Vote on CACFP
- Vote on Western Placer Unified School District Review
- Hear presentation on DRDP-r
- Vote on DRDP-r
- Vote on Provisional Employees
- Share what is happening at sites and community in Center and Community reports
- Hear and /or read reports from Advisory Committees

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Agenda

<u>Item</u>	<u>Presenter</u>
Training & Recruiting for Parent Committees	Linda Scudder

Call to Order @10:17am

Melissa Sampley

Roll Call  
Pledge of Allegiance  
Introductions

Melissa Sampley  
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**Approval of Minutes** *March 5, 2008*

Melissa Sampley

**Changes:**

Christine Mattos on action item for Policies & Resolutions  
Standing Committees – Finance Committee report given by Nancy Myers

**MSC / Terry Tyler / Susie Lamborn to approve the minutes with corrections.**

**Approval of Agenda**

Melissa Sampley

**Additions:**

Seating New Members – Cathy Warner (Our Kids Place), Theresa Villaneuva (Roseville 3), Jenny Riley (Sierra College), Renee Watson (CC Coppin)

**MSC / Susie Lamborn / Terry Tyler to approve the agenda as amended.**

PC Treasurer's Report \$772.29

Tracy Ballard

**Action Items:**

*Seating New Members*

Melissa Sampley

**MSC / Susie Lamborn / Terry Tyler to approve the seating of these new Policy Council members.**

*Election of Secretary & Parliamentarian*

Melissa Sampley

Nominations were closed after Policy Council members had an opportunity to submit their interest for the open positions.

**MSC/ Susie Lamborn / Jennifer Riley to approve the election of Terry Tyler as Secretary and Danielle Simpson as Parliamentarian.**

*DRDP-r*

Denyse Cardoza

**MSC / Susie Lamborn / Jenny Riley to approve the**

**DRDP-r presentation by Diane Katz.**

PIR PIP

Denyse Cardoza

**MSC / Jenny Riley / Susie Lamborn to approve the PIR PIP.**

CACFP

Denyse Cardoza

**MSC / Jenny Riley / Susie Lamborn to approve the CACFP.**

Western Placer Unified School District Review

Denyse Cardoza

**MSC / Jenny Riley / Susie Lamborn to approve the WPUSD Review.**

Changing the Date of PC Meetings

Denyse Cardoza

**MSC / Cathy Warner / Jenny Riley to approve the change of the Policy Council meeting from the first Wednesday to second Wednesday of the month.**

Board of Directors Liaison

Melissa Sampley

Melissa Sampley is not able to attend Board meetings due to her work schedule and requested an alternate PC liaison to attend these meetings.

Brianna Carey volunteered to be the Alternate Board Liaison to the Board of Directors.

**MSC / Susie Lamborn Jenny Riley to approve Brianna Carey as the Alternate PC Liaison to the Board of Directors.**

**Executive Director Report**

Denyse Cardoza

- Program Update
  - PIR PIP (ACTION): Denyse reviewed the Performance Improvement Plan and the indicators that we need to improve upon in order to meet the national averages for Head Start and/or Early Head Start.

- CACFP (ACTION): Denyse reviewed the corrections that we made as a result of the review by the Child and Adult Care Food Program. These were minor findings, one of which was actually in favor of CACFP, which means we do not have to return any funds.
- Western Placer Unified School District Review (ACTION): Denyse discussed this review with our partner WPUSD. We have corrected data records as necessary. Additionally, we have updated our complaint policy so that we are now in compliance.
- Community Partners
  - The Golf Tournament will be Monday, October 6, 2008, weather permitting.
  - Denyse expressed her hope that classrooms might be able to continue to participate in making placemats for golfers who participate in our annual KidZKount Golf Tournament in the Golf Ambassador's absence.
  - Jo Ann Wojcik presented information on the golf tournament.
  - Please let Ivor Thomas or Ed Wojcik know if you know golfers or potential sponsors for the event at Auburn Country Club. If these gentlemen aren't available, you can leave the information at the Front Desk.
  - As soon as the flyer is finalized we will get English and Spanish materials to parents. Jo Ann will bring information next month.
  - Male Involvement is one of the beneficiaries of the Golf Tournament profits. Tom Grayson is requesting eight volunteers to assist with the tournament.

- Legislation Update
  - Please read the attached handout providing information about Head Start related legislation and funding.
  - Due to the new Reauthorization Act, Tom Grayson can no longer sit on the Policy Council since he has a contract with our agency. Tom said that it has been a pleasure serving on Policy Council and has enjoyed his time on this governing body.
  - Next month we will meet and consider a new potential Community Representative from Golden Sierra Life Skills.

**DRDP-r Presentation (ACTION)**

Diane Katz

Diane gave a PowerPoint presentation on Child Outcomes from the DRDP-r assessment.

**Board of Directors Report**

Jo Ann Wojcik

The Board approved the Policy Council Bylaws, Board of Directors Bylaws, Standing Rules, and Self Assessment in their March meeting.

**Executive Committee**

Melissa Sampley

- No meeting

**Standing Committees**

- **Finance Committee**

Tracy Ballard

- No Meeting

- **Program Committee**

Danielle Simpson

- No Meeting

- **Personnel Committee**

Suzanne Roberts

- **Provisional Employees (ACTION)**
- The meeting was closed at 11:25am for confidential personnel items.

- After confidential information was covered, the meeting was reopened 11:40am.

### **Center Committee and Community Reports**

Delegates/Alternates and  
Community Members

**Grass Valley EHS (Susie):** Fathers are going fishing next month. Fathers helped dye Easter eggs, the site received \$1,400 in donations for an opportunity drawing. The children have been involved in lots of outside activities, including water play, now that the weather is warmer.

**Ready Springs (Terry):** The classroom was painted over spring break. Terry read the parent newsletter from his site. There was a field trip to Helping Hand's Adult Day program for an egg hunt. Baby chicks will be hatching soon!

**Roseville 2 (Cathy):** Celebrating Families has been active in Roseville. The classroom was recently visited by a librarian and firemen. Cathy brought a newsletter on activities in Roseville and information on how to keep children motivated and busy during summer. Cathy is interested in getting recycling going at her site and will bring her ideas to her parent meeting. She also announced that free food and community-based activities are offered in English and Spanish from the library.

**Kentucky Flat (Melissa):** Melissa's son transferred to the school across the street from their home. Children are planting seeds in a garden and have collected pinecones, etc. They explored worms and are working on kindergarten readiness and end of year celebrations. Getting an incubator for chicks on April 7<sup>th</sup>. April 8<sup>th</sup> is the parent meeting. They will be talking about the end of the year celebration. April 30<sup>th</sup> is the last field trip to Empire Mine State Historical Park. Enrollment is low at Kentucky Flat so please help recruit. Melissa gave out information on EcoMoms. There is an EcoMom Challenge to help make homes more environmentally sustainable. Melissa distributed these materials to the group.

**North San Juan (Stormy):** Stormy reported for Danielle, who is in Arizona. There will be a volunteer

day coming up for parents to work on improving the center. A parent is involved in the Meth Project and she has made a documentary video to be aired on the Miners Foundry. There is a art project associated with the Meth Project. The parent will be giving a presentation at the local middle school on April 18<sup>th</sup>. Celebrating Families is going well and many families are attending. The next parent meeting will be Thursday and is combined with the Celebrating Families session.

**Sierra College (Jenny):** The site received a garden grant. There will be a Bringing in Spring party on April 25<sup>th</sup> to help kick start the garden. Recycling has been a big focus at the site. They are working on getting a recycling project going to make money for the site. Children have been using recycled materials to make art, including piñatas, hats, and much more. There will be a mini field trip on Earth Day from the classroom to the college so that the children can attend the Earth Day Festival. The next parent meeting is April 15<sup>th</sup> at 3pm.

**Our Kids Place (Brianna):** The children attended a play, Peter Rabbit. The kids reported on the play to their families and how they enjoyed the day. There was a field trip to Gold Country Gymnastics and they had tons of fun. The classroom has tadpoles and children are learning about the frog development process.

### **Advisory Committees:**

- Family Involvement Advisory Committee
  - The committee discussed and worked on the Parent Handbook & Calendar. They hope to have the calendar ready by June.
  - The group discussed putting on a Community Resource Panel next year.
  - The River Cats game will be May 17<sup>th</sup>. We have 150 seats in addition to 25 lawn seats. If you are interested, you need 10 Bonus Bucks per family. Register with Carol Len. There is more information available on the flyer.

Linda Scudder

- Involvement Males Advisory Committee

Tom Grayson

- There are new Bonus Bucks Books. These will be available within two weeks.
- Male Involvement is offering a Communication class.
- There are currently six site Male Ambassadors.
- Golden Sierra Life Skills will be putting on four Dad's Day BBQs in different geographic locations.
- Male Involvement is partnering with Roseville Library Literacy Program to have a booth to promote reading.

- Health Advisory Committee
- Child Development Services
- ERSEA

Diane Katz

Diane Katz

Lisa Fuller

**Old Business**

**New Business**

**Adjournment @ 12:32pm**