



POLICY COUNCIL MEETING

Tuesday, January 23, 2018

5:45 - 7:15 p.m.

**Clayton Educare
3751 MLK St
Denver, CO 80205**

POLICY COUNCIL PARTICIPANTS:

**Vera Atilano
Katie Beckmann
Brandan Burns
Anthony Chavez
Giovanna Clay
Yvette Evans
Jennifer Garcia Rosendo
Rachel Gatschet
Lila Hailey**

**Marilyn Halpern
Martina Hinojosa
Geoff Horsfall
Kate Hotchkiss
Dr. Tricia Hudson
Sherryll Kraizer
Mayra Maldonado
Anna McDaniel
DiAngelo Prince Sr.**

ALTERNATES:

**Maria Diaz
Elinor Dvir
Michelle Fayne
Alejandra Garcia**

**Maria Moreno
Shatoria Nelson
Adrienne Pouengui
Jamila Tamayo**

POLICY COUNCIL
Meeting of January 23, 2018
Junta del 23 de enero del 2018



I. ROLL CALL

II. SEATING OF NEW MEMBERS

POLICY COUNCIL ATTENDANCE/ASISTENCIA
PROGRAM YEAR 2017-2018

POLICY COUNCIL MEMBER	SITE	TYPE	11/28	12/19	01/23	02/27	03/27	04/24	05/22	06/26	08/21	09/25	10/23
Community Representatives													
Vera Atiliano	Mayor	CR	X	E									
Yvette Evans	CCoun	CR	X	X									
Jennifer Garcia Rosendo	Mayor	CR	E	A									
Marilyn Halpern	CCoun	CR	X	X									
Martina Hinojosa	Mayor	CR	E	X									
Tricia Hudson	Mayor	CR	X	X									
Sheryll Krazier	CCoun	CR	E	A									
Geoff Horsfall	CCoun	CR	X	X									
Parent Representatives													
Katie Beckmann	CC	PR	X	X									
Brandan Burns	CC	PR	X	X									
Anthony Chavez	FS	PR	X	X									
Giovanna Clay	DPS	PR	X	A									
Rachel Gatschet	CL	PR	X	E									
Lila Hailey	VOA	PR	X	X									
Kate Hotchkiss	MHEL	PR	A	X									
Mayra Maldonado	VOA	PR	X	X									
Anna McDaniel	CL	PR	X	X									
DiAngelo Prince Sr.	MHEL	PR	X	E									
Parent Alternate Representatives													
Maria Diaz	DPS	APR	E	E									
Elinor Dvir	VOA	APR	X	X									
Alejandra Garcia	CC	APR	A	A									
Michelle Fayne	DPS	APR	E	A									
Maria Moreno	CL	APR	E	A									
Shatoria Nelson	CL	APR	X	A									
Adrienne Pouengui	VOA	APR	X	E									
Jamila Tamayo	MHEL	APR	A	A									

X: Present **A:** Absent **PR:** Parent Representative **CC:** Catholic Charities **DPS:** Denver Public Schools
E: Excused **APR:** Parent Alternate Representative **CR:** Community Representative **CL:** Clayton Family Futures **MHEL:** Mile High Early Learning
NM: No Meeting **VOA:** Volunteers of America **FS:** Family Star

Section 4 – Quorum: A quorum for voting purposes shall be at least seven (7) members, of whom at least four (4) must be parent members.

Quorum Established: Yes No

III. APPROVAL OF AGENDA

Moved: _____

Seconded: _____



Policy Council Agenda
 Tuesday, January 23, 2018
 5:45pm - 7:15pm
 Clayton Educare
 3751 MLK St. Denver, CO 80205

	Information	Discussion	Action
I. Roll Call: (5 minutes)			
II. Seating of New Members: if applicable			
III. Approval of Agenda: (2 minutes)	x	x	x
IV. Approval of Minutes (December 19, 2017): (4 minutes)	x	x	x
V. Financial Briefing: (5 minutes)	x	x	
VI. New Business:			
a) DGKHS Community Assessment (20 minutes)	x	x	
b) NHSA Statement of Interest (5 minutes)	x	x	
c) PEAK Parent Training (5 minutes)	x	x	
d) Delegate Agency Reports (6 minutes)	x	x	
VII. Old Business			
a) RMECC Parent Confirmation (2 minutes)	x	x	
VIII. Other:			
a) Program Content Area Reports (4 minutes)	x	x	
IX. Mileage and Child Care Reimbursement: (2 minutes)	x		
X. Meeting Adjourned/New Meeting Date and Time: (2 minutes)	x		x

Upcoming events:

- | | |
|-------------|----------------------------------|
| January 26 | Health Team Meeting |
| February 1 | Family Service Meeting |
| February 15 | Cross Content Area Meeting |
| February 23 | Health Services Advisory Meeting |
| February 27 | DGKHS Policy Council Meeting |

Vision

To prepare Head Start children to enter kindergarten confidently with the social, physical, emotional and cognitive skills and competencies necessary for continuing school success.



IV. APPROVAL OF MINUTES (December 19, 2017)

Moved: _____

Seconded: _____

Policy Council Minutes

December 19, 2017

Page 1 of 3



Attendees: *Parent Representatives:* Katie Beckman (Catholic Charities), Brandun Burns (Catholic Charities), Anthony Chavez (Family Star), Lila Hailey (Volunteers of America), Kate Hotchkiss (Mile High Early Learning), Mayra Maldonado (Volunteers of America), Anna McDaniel (Clayton),
Parent Alternates: Elinor Dvir (Volunteers of America),
Community Representatives: Vera Atilano, Yvette Evans, Marilyn Halpern, Dr. Tricia Hudson, Sherryl Krazier, Geoff Horsfall

Excused: *Parent Representatives:* Rachel Gatschet (Clayton), DiAngelao Prince Sr (Mile High Early Learning)
Parent Alternates: Maria Diaz (Denver Public Schools), Adrienne Pouengui (Volunteers of America),
Community Representative: Jennifer Garcia-Rosendo, Martina Hinojosa

Absent: *Parent Representatives:* Giovanna Clay (Denver Public Schools),
Parent Alternates: Alejandra Garcia (Catholic Charities), Maria Moreno (Clayton), Shatoria Nelson (Clayton), Jamila Tamayo (Mile Early Learning)

Staff: *Guests:* Allison Keough (Catholic Charities), José Paz (Denver Public Schools), Chris Auer, (Head Start Disabilities Director), Al Martinez, Ph.D. (Head Start Executive Director), Adella Arredondo (Head Start Family Service Director), Lori Medina (Head Start Health Service Director), Michael Paben (Senior Financial Management Analyst) Liane Martinez (Head Start School Readiness Director), Alicia Boyd, (Five by Five Director), Caridad Nevarez (Head Start Office Manager)

Minutes: Caridad Nevarez (Head Start Office Manager)

I. WELCOME/ROLL CALL:

At 5:56 pm. The meeting was called to order by Adella Arredondo Family Service Director. Roll call was taken by Adella Arredondo. Quorum was established.

II. SEATING OF NEW MEMBERS

III. APPROVAL OF AGENDA

A motion to approve the agenda was made by Lila Hailey and seconded by Anna McDaniel the motion carried.

IV. MINUTES FOR APPROVAL (Minutes from November 28, 2017).

A motion to approve the minutes from November 28, 2017 was made by Lila Hailey and seconded by Anna McDaniel. The motion carried.

V. FINANCIAL BRIEFING

Michael Paben reported on the financial report. The report was part of the meeting packer please refer to it for further details. Michael encouraged parents to ask questions and attend the Finance Committee that is held before Policy Council meeting. A brief discussion followed.

Policy Council Minutes

December 19, 2017

Page 2 of 3



VI. NEW BUSINESS

A. Officer Elections

Adella facilitated the Policy Council officer elections. Adella asked Policy Council members who were interested in running for an officer position to provide the council with a one-minute statement addressing: Why they want to serve in that role, their commitment to the time and responsibilities required of the officer position and anything else they wanted to include in their one-minute statement.

The outcome of the Policy Council elections resulted in the following officers:

Chair: Yvette Evans– Community Representative (Former Head Start Parent seat)

Vice-chair: Kate Hotchkiss – Catholic Charities

Treasurer: Lila Hailey– Volunteers of America

Secretary: Katie Beckman – Catholic Charities

Parliamentarian: Anna McDaniel –Clayton

B. DGKHS Self-Assessment Scan

Chris shared key highlights of the DGKHS Self-Assessment with the Policy Council. The Self-Assessment was part of the meeting packet. Please refer to it for further details. A motion to approve the Self-Assessment Scan was made by Anna McDaniel and seconded by Katie Beckman. The motion carried.

C. Training Opportunities

Adella shared a few upcoming trainings opportunities for parents (Rocky Mountain Early Childhood conference, PEAK Parent Conference and the 43rd Annual National Head Start Conference). Adella encouraged parents that are interested in attending any of the training opportunities to sign up. DGKHS will cover the registration cost for any of these trainings. Fliers of the trainings were part of the meeting packet.

D. Five by Five Update

Alicia went over an upcoming opportunity to use the Five by Five card at the National Western Stock Show. The National Western Stock show is offering free ground admission and discounts to the shows. Alicia also mention the great turn out for the Nutcracker performance that was held on November 30, 2017. Alicia encouraged parents to keep using the card and visit the cultural centers for the winter break.

E. Delegate Agency Reports

Delegate agency reports were presented by representatives or staff from each agency in attendance. All the Delegate Agency reports were part of the meeting packet. Please refer to them for more details.

VII. OTHER

A. Program Content Area Reports

Chris, Adella, Lori and Liane presented their content area reports to the Policy Council. Content area reports were included in the meeting packet. Please refer to them for more details.

Policy Council Minutes

December 19, 2017

Page 3 of 3



VIII. MILEAGE AND CHILD CARE REIMBURSEMENT

Adella Arredondo asked parents to provide reimbursement forms to Caridad for reimbursements.

IX. MEETING ADJOURNMENT /NEXT MEETING DATE AND TIME

A motion to adjourn the meeting was made Yvette Evans. The meeting adjourned at 7:04p.m. The next Policy Council meeting is January 23, 2018 at Clayton Educare.

Approved by: _____ Date: _____
Policy Council Chair

Approved by: _____ Date: _____
Al Martinez, Ph.D. Head Start Director
For further clarification, minutes are recorded. Recordings are available at the City Office.

POLICY COUNCIL
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Junta del 23 de enero del 2018



V. FINANCIAL BRIEFING

VI. NEW BUSINESS

- a) DGKHS Community Assessment
- b) NHSA Statement of Interest
- c) PEAK Parent Conference
- d) Delegate Agency Reports



NHSA Statement of Interest

To initiate the travel process members must submit a written statement (500 words or less) of interest detailing:

- Why they are interested in attending the conference/training?
- Describe your commitment and or current participation at the grantee and Delegate level?
- The expected benefits from attending this conference/training will be for the individual, child, family and Head Start program?
- Personal Interests in traveling/attending conference?
- Reference contact, preferably from their delegate agency.

The statement of interest shall be submitted to the DGKHS Family Services

Director **by 02/01/18 by 5:00pm**