



**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
<b>Community Representatives</b>													
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									
<b>Parent Representatives</b>													
Katie Beckmann	CC	PR	X	X									
Brandon 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									
<b>Parent Alternate Representatives</b>													
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  
 APR: Parent Alternate Representative  
 NMI: No Meeting  
 PR: Parent Representative  
 CR: Community Representative  
 CC: Catholic Charities  
 CL: Clayton Family Futures  
 VOA: Volunteers of America  
 DPS: Denver Public Schools  
 MHEL: Mile High Early Learning  
 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

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**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

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### **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 43<sup>rd</sup> 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

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**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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## **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**



## PEAK Parent Center

Inclusive education is a process of school reform that creates equity in education and increases achievement for ALL students, including students with disabilities. PEAK Parent Center's annual Conference on Inclusive Education holds the tools you need to reinvent schools to be places where all students can achieve success! We've been bringing the nation best practice for over 30 years! Plan to attend in 2018 year and experience it for yourself!

### Who is this conference for?

This conference is an excellent development opportunity for everyone involved in the education and support of students with disabilities. At this conference, we value various, distinct groups coming together to learn and build capacity and collaboration. Are you...

- **A family member?** Come learn ways to increase family and school collaboration, and find out what strategies your children's teachers will or should be using in the classroom so you can support participation at home, in school, and in the community!
- **A general or special educator, or school professional?** Participate and access innovative, research based educational strategies, relevant to a wide range of hot topics in education today, that will enhance learning for ALL your students. And, these practical strategies can be put into practice immediately in your classroom!
- **An Administrator?** Join us and learn how to lead your school and staff so that they can support all students to achieve. Learn strategies and programs to share with your staff as well as information on parent involvement, effective collaboration, and updates on the law.

## **Increasing families' and educators' knowledge base is a major focus of PEAK Parent Center. Why? Information is empowering!**

PEAK's workshops are open to families, general educators, special educators, paraprofessionals, administrators, service providers, and interested community members. Our workshops help families feel more confident and positive about their participation on the team that supports their child's education. Our workshops equip educators with the evidence-based information and knowledge they need to successfully educate students with disabilities. Click on the links below to check out the wide range of PEAK's workshop topics! You can also learn about upcoming PEAK-sponsored webinars and workshops and find out how to sponsor a workshop in your community!

[Access to General Education Curricula: What Does It Mean and How Can It Be Achieved?](#)

[Accommodations and Modifications to Curriculum: Ensuring Meaningful Participation in General Education Classrooms](#)

[Advocacy 101](#)

[Friendship Building Strategies](#)

[The IEP: A Tool For Realizing Possibilities!](#)

[The Road to a Good Life - How to Get What You Need](#)

[Solving the Mystery of ADA, IDEA and Section 504](#)

[Transition from Infant Services to Preschool Services](#)

[Transition: Grade-to-Grade, School-to-School: Planning for Success](#)

[Transition: Life After High School](#)

[The Why's and How's of Behavior](#)

**POLICY COUNCIL**  
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## **Delegate Agency Reports**



## Denver Great Kids Head Start

### January 2018 Catholic Charities Policy Council Delegate Report

#### Program Updates

**Last Policy Council Meeting Date:** November 14, 2017

- **Update on last Policy Council/Committee meeting:**
  - Training on Monitoring protocol
- **Strengths/Highlights:**
  - 169 Families were adopted through the Adopt a Family Program.
  - School Readiness /Kindergarten Transition meetings were held at Parent Meetings at each of our sites during December and January.
- **Needs/Challenges:**
  - Catholic Charities Head Start is working on budget and programing cuts to address the budget deficit created by the reduction in slots and cost per child from Denver Great Kids Head Start which will become effective on July 1,2018.

#### Financial Updates

- **USDA Meals:** In December we served 6982 meals and snacks and are claiming \$14,036 in reimbursement.
- **Financials**

As of November 30, 2017, date we have expended \$578,929 our total Head Start grant award of \$1,537,637. This is 38%. We have expended \$84,808 of our \$384,409 Non-Federal Share requirement which is 22%,

Next Policy Committee Meeting is scheduled for January 17, 2017 from 4:30 – 6:00pm



## Denver Great Kids Head Start

### January 2018, Denver Public Schools Parent Policy Committee Report

#### Program Updates

##### Last Parent Policy Committee Meeting Date:

- January 17, 2018

##### Update on last Parent Policy Committee meeting:

- Ice-Breaker about favorite thing to do during the winter break
- Roll call, establish quorum, Council Report, Approval of agenda & last month's minutes
- Meeting Agreements
- Council Representative member vacancy update, nomination, and voting
  - Karina Mendez was selected
- Self-Assessment Presentation on Health by Health Coordinator & Nurse, Lisa Golden-Ipson
- ERSEA Training by Family Services Supervisor, Stephanie David
- Family Services Resources by Family Liaison
- Center Reports

##### Strengths/Highlights:

- The full DPS Head Start Council member group is now elected and complete.
- The second round of CACFP (Child and Adult Care Food Program) findings were minimal and corrections are in process.
- There was prominent interest by parents in attending the PEAK Parent Center's 2018 Conference on Inclusive Education. See training details below.
- The Self-Assessment process is in development and scheduled to be completed and shared with the Parent Policy Committee and DGKHS as required.
- Parent Policy Committee attendance and interest continue to be outstanding and meetings have been productive.

##### ● Trainings:

- DPS Head Start and all DPS ECE Staff had a Professional Learning event on January 5, 2018 which focused on Problems of Practice, and will have one on January 29, 2018 which will focus on the Winter TS GOLD Checkpoint.
- Several staff members attended the National Black Child Development Institute Conference on September 30 to October 3, 2017 in Atlanta, Georgia and will present to the ECE Department in February.



- The DPS Head Start Delegate Director will be attending the New Head Start Director Initiative training at UCLA from February 27 to March 1, 2018.
- Approximately 7 DPS Head Start parents of children with disabilities, as well as two Head Start coordinators (Disability Coordinator & Education Coordinator), will be attending the PEAK Parent Center's 2018 Conference on Inclusive Education on February 8 & 9, 2018 at the Renaissance Stapleton Hotel in Denver, CO, thanks to funding by our grantee: Denver Great Kids Head Start. Parents will be encouraged to share their gained knowledge with the Parent Policy Committee.
- All DPS Head Start teachers, paraprofessionals and support staff will be attending the 3<sup>rd</sup> DPS Head Start Professional Learning Day scheduled to take place on February 16, 2018. Other DPS Early Childhood Education and DGKHS staff will be invited. Topics include Transition to Kindergarten, the new School Choice application process, individual professional development plans, Self-Assessment, Family Style meals, volunteers in the classroom, and Self-regulation/Self-compassion.
- **Needs/Challenges:**
  - The availability of permanent and substitute Paraprofessionals in DPS ECE has been declining due to gentrification and the increased cost of living in Denver. DPS Human Resources department has developed a concentrated effort and DPS Head Start will assist with this effort. Two classrooms have experienced a challenge in securing a qualified and long-term paraprofessional.
  - The transition from our current management databases to a central and secure DPS Head Start management database process (PROMIS) has been slower than anticipated for reasons beyond our control. The initial expectation was to transition to it mid school-year. However, in-depth training from PROMIS will start on January 24, 2018 and the revised expectation is to start using it with new enrollments during the month of April in preparation for the 2018-19 school year.
  - Head Start eligible families at Greenlee elementary school have been declining over the last several years. There is consideration for relocating our 2 Head Start classrooms to another school within DPS with a greater community need.
  - Corrections to the Health & Safety finding by DGKHS have been slower than desired. 1 of 3 missing sandbox covers has been fabricated and placed.

The next DPS HS Parent Policy Committee is scheduled to take place on February 14, 2018 from 11:30 am to 1:30 pm. at La Alma Recreation Center.



## Denver Great Kids Head Start

### January 2018 Family Star Inc. Delegate Agency Policy Council Committee Report

#### Program Updates for January 2018

Last Policy Council Committee Meeting Date: 1/16/18

*Due to the winter break in December, this report has limited updates.*

- **Update on last policy committee meeting:** During this month's meeting members elected and voted on roles. Additionally, the Self-Assessment and the Head Start grant and budget were reviewed and approved.
- **Strengths:** The program successfully completed the Self-Assessment and the grant preparation process. The program is re-focusing efforts on a parent engagement plan and looks to fill the Family Services Coordinator role soon. Additionally, the December Policy Committee meeting had an interpreter from the Community Language Cooperative present to support one of our monolingual Spanish speakers. The program believes they have identified and begun conversations with an external consultant to provide training and meaningful discussion on Cultural Competency and Sensitivity in relation to our recent work to address racism.
- **Trainings:** Due to the holiday break, there was not much activity in training. However, the Education Director attended a conference and training in Portland, OR on implementing coaching into urban Montessori education programs. She plans to integrate that into her work with Center Managers and Lead Teachers. Family Star's next training is a professional day on February 2, 2018.
- **Needs/Challenges:** As previously mentioned, over the span of the next 3 months, 11 EHS children will not have spots in the Primary classrooms. The team is reviewing their options to continue serving these children and believes they have developed a robust plan to convert one of the IC classrooms to a transitional Primary classroom. They do not anticipate this will affect the EHS/HS slot allocation. The program will continue to build their overall family engagement plan to increase meaningful parent involvement.

#### Financial Updates

- **USDA Meals:** For 12/31/17 date we claimed \$7353.46 in reimbursement and served 5053 meals and/or snacks. (No or Yes) USDA/CACFP claims reduced or rejected for any reason.
- **Financial Status:** As of 10/31/2017 we have expended \$109,097 of our total Head Start grant award of \$218,194.00 which is 50% of the total grant. Also, we have reported \$27,274.25 of our non-federal share total of \$54,548 which is 50% of total non-federal share, with a grand total award of \$272,742.50.

**Next Policy Council/Committee Date (Date, Time, Location): 2/13/18; 5:30 pm – 7:00 pm;**  
Northwest Center



Denver Great Kids Head Start  
January 2018

**Mile High Early Learning  
Policy Committee Report**

**Program Updates**

**Last Policy Council/Committee Meeting Date:** December 20, 2017

- **Update on last Policy Council/Committee meeting:** The Policy Committee training was given by the Disabilities & Mental Health Coordinator on E-DECA, IEP and the request for observation process (RFO). The Community Concern Process was talked about but not approved due to no quorum.
- **Strengths/Highlights/Trainings:** For the month of December we did not have a Professional Development day, however, we still had the CDA classes in session. The Leadership team went to all centers to deliver cards and the Board gift. It was a great day to visit everyone prior to the winter break. We were closed from December 25 through January 5. It was a relaxing time for most everyone.
- **Needs/Challenges:** Challenges continue to be staffing. We have filled more teaching positions, Lowry and Edna Oliver are almost fully staffed. We have, however, received two Program Director resignations, one at Northeast and one for Rude Park. In the next month we will be heavily recruiting for all open positions.

**Financial Updates**

- **USDA Meals:** For November 2017 we claimed \$29,016.68 in reimbursement and served 15,320 meals and/or snacks. No USDA/CACFP claims reduced or rejected for any reason.
- **Financial Status:** As of November 2017 we have expended \$749,558.65 our total Head Start grant award of \$1,778,991.00, which is 42% of the total grant. Also, we have reported \$52,338.89 of our non-federal share total of \$428,142.00, which is 12% of the total non-federal share.

Next Policy Committee Meeting  
February 21, 2018  
5:30-7:30

Lowry Early Learning Center, 957 Ulster Way, Denver CO, 80230

## Program Updates

**Last Policy Committee Meeting Date: 12/14/17**

- **Update on last Policy Committee meeting:**
  - Planning for turkey baskets
  - Winter celebrations
  - Review and discussion of organizational policies
  - Discussion of Self-Assessment and upcoming grant application
  - Completed ERSEA Training
  - Policy Committee President, Lila Hailey also attended Volunteers of America Board Committee meeting for the Children's Committee to share parent perspective of programming efforts
- **Strengths/Highlights:**
  - Delivery of Turkey dinners to all VOA Head Start families
  - Second delivery of winter coats to VOA Head Start families
  - VOA Head Start families were supported with generous holiday gifts via Volunteers of America's "Adopt a Family" program
  - Received CCR Analytics SNIP data for planning
  - Partnered with DGKHS for planning and implementation of Conscious Discipline training to all teachers
  - Conversations and reflections underway regarding culturally responsive organizational policies
  - Hired and filled our last open Lead Teacher position with a former Head Start parent, start date 1/9/18
  - Hired and filled our Project Manager position, start date of 1/15/18
  - Since May 2017 we have hired 12 positions in a team 19. It has been a time of remarkable growth and team building!
- **Trainings:**
  - Teachers attended Erickson Math Institute
  - Teachers attended Incredible Years TCM
  - Family Service workers continue with Family Development Credential
  - Plan for teacher training in Conscious Discipline
  - Staff and parents will attend PEAK Parent training in February

- **Needs/Challenges:**
  - Now fully staffed, will shift primary focus from growth and stabilization to seamless program delivery and continued quality improvement; additional coaching and professional development as well as increased services to families.

### Financial Updates

- USDA Meals: For 08/17 date we claimed \$1,238.73 in reimbursement and served 639 meals and/or snacks. (No) USDA/CACFP claims reduced or rejected for any reason.
- USDA Meals: For 09/17 date we claimed \$6,016.57 in reimbursement and served 2,996 meals and/or snacks. (No) USDA/CACFP claims reduced or rejected for any reason.
- USDA Meals: For 10/17 date we claimed \$7,198.91 in reimbursement and served 3,601 meals and/or snacks. (No) USDA/CACFP claims reduced or rejected for any reason.
- USDA Meals: For 11/17 date we claimed \$6,957.37 in reimbursement and served 3,469 meals and/or snacks. (No) USDA/CACFP claims reduced or rejected for any reason.
- Financial Status: As of 10/31/17 date we have expended \$199,248.00 our total Head Start grant award of \$500,657 which is 40% of the total grant. Also we have reported \$49,769.00 of our non-federal share total of \$125,165.00 which is 40% of total non-federal share.

Next Parent Policy and Engagement Committee Meeting **January 25, 2018 10:00am – 12:00pm**  
at the Early Childhood Education Center in the Teacher Work Room.

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



## **VII. OLD BUSINESS**

a) RMECC Parent Confirmation

RMECC 2018

# ROCKY MOUNTAIN EARLY CHILDHOOD CONFERENCE

MARCH 16+17, 2018

COLORADO CONVENTION CENTER  
DENVER, CO

Policy Council members that will be attending the RMECC:

1. Lila Hailey
2. Yvette Evans
3. Katie Beckman
4. Marilyn Halpern
5. Anna McDaniel
6. Elinor Dvor
7. Mayra Maldonado
8. Kate Hotchkiss

A few reminders:

- Childcare will not be provided at the conference.
- Parking is available at the Convention Center for \$12.00-\$17.00 per day. Please do not park at meters as they are 2-hour meters only. You can also use public transportation to get to the Convention Center.
- Interpretation will be available.
- Breakfast will be a plated meal from 7:00am-7:45am. Lunch will be a plated meal from 12:00pm-1:30pm.

## **VIII. OTHER**

### **a) Program Content Area Reports**



## Policy Council Content Area Reports

January 23, 2018

<b>Disabilities and Mental Health</b> By Chris Auer, Head Start Disabilities and Mental Health Services Director Office: 720-913-0894 Email: <a href="mailto:Christopher.Auer@denvergov.org">Christopher.Auer@denvergov.org</a>	
Last meeting: December 20, 2017	Next meeting date: January 23, 2018

### Disabilities and Mental Health Update:

A combined disabilities meeting will be held on January 23, 2018. Agenda items include: vendor and delegate updates, collaboration meetings, conscious discipline, PEAK Parent Center conference, and support for Section 504 plans. Twenty-five parents and 12 staff have been registered to attend the PEAK Parent Center conference on February 8 and 9 in Denver. A site visit has been scheduled as required by the Tony Grampsas Foundation for our grant to support social-emotional development. Materials to support Conscious Discipline are planned to be purchased to support programs with funding from the Buell Foundation.

Data January 10, 2018

Delegate	Children with IEPs	Percentage Enrolled
Catholic Charities	31	31/224 = 14%
Clayton	15 (including home-based)	15/236=6%
Denver Public Schools	33	33/302=11%
Family Star	7	7/37=19%
Mile High	17	17/269=5%
VOA	5	5/85=6%
<b>Total</b>	<b>108</b>	<b>108/1153= 9%</b>



<b>Family Services</b> <b>By Adella Arredondo, Head Start Family Services Director</b> <b>Office: 720.913.0882 Email: <a href="mailto:adella.arredondo@denvergov.org">adella.arredondo@denvergov.org</a></b>	
<b>Last meeting: December 7, 2017 and January 11, 2018</b>	<b>Next meeting date: February 1, 2018</b>

**Highlights from the Family Services Meeting:**

- Family Service staff received Community Assessment information and presentation from Lisa Piscopo, Deputy Director of Policy and Analysis – Office of Children’s Affairs.
- The Denver Indian Center also presented on the Fatherhood Program in their office.
- Delegate staff participated in a webinar regarding CCR Analytics. This is focused on moving our data forward on the Parent Family Community Engagement Outcomes.
- Staff will be revisiting and revising the Selection Criteria for the next school year.
- Grantee-Wide Parent Training Committee has been meeting, focusing on:
  - Parent Recognition – the process and the event
  - Parenting Classes
  - Train the Trainers – gathering a list from all delegates to promote sustainability in DGKHS.

<b>Health Services</b> <b>By Lori Medina, Head Start Health Services Director</b> <b>Office: 720-913-0895 Email: <a href="mailto:lori.medina-anderson@denvergov.org">lori.medina-anderson@denvergov.org</a></b>	
<b>Last meeting: December 22, 2017</b>	<b>Next meeting date: January 26, 2018</b> <b>Health Services Advisory Meeting: February 23, 2018</b>

**Health Program Updates:**

- Denver Health PA and RN are working on updating the Health Manual to be presented in January/February Health team meeting and HSAC.
- Mid-Year PIR was due on December 15, 2017. Report of the Health areas were compiled and sent back to delegate Health staff for review. Focus areas of the report included:
  - Health Referrals based on screenings
  - Referrals completed
  - Health Insurance
  - Physicals
  - Chronic Conditions needing treatment
  - Chronic conditions receiving treatment



- Weights
- Immunizations
- Dental Home
- Dental Exam
- Needing Dental treatment
- Receiving Dental treatment

**Health Services Advisory Committee (HSAC) 2017-2018 Meetings**

- Mark your calendars! The Health Services Advisory Committee will meet on February 23, 2018 and April 27, 2018. Both meetings will be held at the Clayton Educare Multipurpose Room. Parents are encouraged to attend from 9-10:30 a.m.

**Health Highlights –**

In December, the Health Beat focused on Injury Prevention information for families. Most families are surprised to learn that injuries are the leading cause of death and hospitalization for kids in Colorado, and most can be prevented. In a typical week, there are 1,152 children ages birth to 14 years old that will have an injury serious enough to require care in the Emergency Room. Of these 1,152 children injured, 27 will require hospitalization, and 1 will die. The important thing to remember: They can be PREVENTED!!!!

**Tips At Home:**

- Keep all medicine, cleaning, and harmful products out of reach of children.
- Use cabinet locks and electrical socket covers.
- Use safety gates for stairs.
- Keep cribs away from windows and blind cords.
- Keep children away from hot foods and liquids.
- Make sure your child is using the proper car restraint.
- Never leave your child alone in the car.
- Check your home for hanging cords that a child could pull or get their head caught in.
- Be safe when cooking – put handles to the inside of the stove, and be aware of the oven.

<b>School Readiness</b> By Liane Martinez, Head Start School Readiness Director Office: 720-913-0884 Email: <a href="mailto:liane.martinez@denvergov.org">liane.martinez@denvergov.org</a>	
<b>Last meeting:</b>	<b>Next meeting date: January 23, 2018</b>

**School Readiness Report:**

- Book “The thinking Teacher” ordered for coaches across all delegate agencies as a resource.
- CLASS observations conducted at DPS College View, more observations to be held over the next couple of months. Other CLASS scores are being collected by the agencies that have had them completed.



- Rocky Mountain Early Childhood Conference coming and DGKHS will be sending staff from each agency.
- Our next Erikson Math Training will be held on February 21st, 22nd, and 23<sup>rd</sup>.

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



## **IX. MILEAGE AND CHILD CARE REIMBURSEMENT**



## Reimbursement Form

Date: \_\_\_\_\_ Event Type: \_\_\_\_\_

Event Address: \_\_\_\_\_

### Requestor Information

Name:	Delegate Agency:
Home Address:	Phone Number:

### Reimbursement Information

Check one for each question

<b>Are you requesting reimbursement for mileage?</b> <i>Only one driver per vehicle will be reimbursed</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Are you requesting reimbursement for childcare?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Requestor signature: \_\_\_\_\_ Date: \_\_\_\_\_

### INTERNAL USE ONLY

Total miles round trip: _____
Total amount of mileage reimbursement (total miles x0.535) = _____
Childcare Reimbursement total: _____
<b>TOTAL REIMBURSEMENT AMOUNT:</b> _____
11002/0104101/Y10022017_2018
Fund/Org/Project Grant/Account (s) Mileage: 661000, Childcare: 680400
Reimbursed by: _____ Date: _____

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



## **X. MEETING ADJOURNMENT**

## 2017-2018 Policy Council Schedule

DGKHS Policy Council meetings are scheduled on the 4th Tuesday of the month from 5:45pm-7:15pm. The standing meeting location is Clayton Educare 3751 Martin Luther King Blvd. Denver, CO 80205



### August '17

Wk	Su	M	Tu	W	Th	F	Sa
1			1	2	3	4	5
2	6	7	8	9	10	11	12
3	13	14	15	16	17	18	19
4	20	21	22	23	24	25	26
	27	28	29	30	31		

### September '17

Wk	Su	M	Tu	W	Th	F	Sa
4						1	2
5	3	4	5	6	7	8	9
6	10	11	12	13	14	15	16
7	17	18	19	20	21	22	23
8	24	25	26	27	28	29	30
9	31						

### October '17

Wk	Su	M	Tu	W	Th	F	Sa
10	1	2	3	4	5	6	7
11	8	9	10	11	12	13	14
12	15	16	17	18	19	20	21
13	22	23	24	25	26	27	28
14	29	30	31				

### November '17

Wk	Su	M	Tu	W	Th	F	Sa
14				1	2	3	4
15	5	6	7	8	9	10	11
16	12	13	14	15	16	17	18
17	19	20	21	22	23	24	25
18	26	27	28	29	30	31	

### December '17

Wk	Su	M	Tu	W	Th	F	Sa
18						1	2
19	3	4	5	6	7	8	9
20	10	11	12	13	14	15	16
21	17	18	19	20	21	22	23
22	24	25	26	27	28	29	30
23	31						

### January '18

Wk	Su	M	Tu	W	Th	F	Sa
23		1	2	3	4	5	6
24	7	8	9	10	11	12	13
25	14	15	16	17	18	19	20
26	21	22	23	24	25	26	27
27	28	29	30	31			

### February '18

Wk	Su	M	Tu	W	Th	F	Sa
27					1	2	3
28	4	5	6	7	8	9	10
29	11	12	13	14	15	16	17
30	18	19	20	21	22	23	24
31	25	26	27	28	29	30	31

### March '18

Wk	Su	M	Tu	W	Th	F	Sa
31					1	2	3
32	4	5	6	7	8	9	10
33	11	12	13	14	15	16	17
34	18	19	20	21	22	23	24
35	25	26	27	28	29	30	31

### April '18

Wk	Su	M	Tu	W	Th	F	Sa
36	1	2	3	4	5	6	7
37	8	9	10	11	12	13	14
38	15	16	17	18	19	20	21
39	22	23	24	25	26	27	28
40	29	30	31				

### May '18

Wk	Su	M	Tu	W	Th	F	Sa
40			1	2	3	4	5
41	6	7	8	9	10	11	12
42	13	14	15	16	17	18	19
43	20	21	22	23	24	25	26
44	27	28	29	30	31		

### June '18

Wk	Su	M	Tu	W	Th	F	Sa
44						1	2
45	3	4	5	6	7	8	9
46	10	11	12	13	14	15	16
47	17	18	19	20	21	22	23
48	24	25	26	27	28	29	30
49	31						

### July '18

Wk	Su	M	Tu	W	Th	F	Sa
50	1	2	3	4	5	6	7
51	8	9	10	11	12	13	14
52	15	16	17	18	19	20	21
53	22	23	24	25	26	27	28
54	29	30	31				

Policy Council Meetings	
August 22, 2017	DGKHS Policy Council Meeting
September 26, 2017	DGKHS Policy Council Meeting
October 24, 2017	DGKHS Policy Council Meeting
November 28, 2017	DGKHS Policy Council Meeting
December 19, 2017	DGKHS Policy Council Meeting
January 23, 2018	DGKHS Policy Council Meeting
February 27, 2018	DGKHS Policy Council Meeting
March 27, 2018	DGKHS Policy Council Meeting
April 24, 2018	DGKHS Policy Council Meeting
May 22, 2018	DGKHS Policy Council Meeting
June 26, 2018	DGKHS Policy Council Meeting

#### Other Important Dates

November 11, 2017	DGKHS Orientation @ Clayton
March 16 & 17, 2018	Rocky Mountain Early Childhood Conference
April 23-27	National Head Start Conference