

Call to Order

Meeting was called to order at 4:46pm by Melinda Rogers.

Roll Call

PC representatives: Tara Hamilton (Gobles), Kayla Fellows (New Buffalo), Victorianne Yoder (Dowagiac), Katie Tong (Bangor CEC), Denise Bigelow (Bangor), Melinda Rogers (Cassopolis), Erica Evans (Edwardsburg), Sherry Bennett (Community Member), Heather Courtney (SMC), and by phone Amber Joiner (Spinks)
Parent Committee Vice-Chairs: Evelin Garcia (Bangor), Travis Brimhall (Gobles)

Parent Committee Agenda and Meeting Updates

Spinks held a meeting 11/20/19, 2 parents attended
Cassopolis had meeting in October, 3 parents attended

*Approval of Minutes from Public Meeting on October 16, 2019

No corrections or questions. Tara Hamilton motioned to approve. Erica Evans seconded. Motion passed.

Report from Chair/Vice-Chair about October Board Meeting

Joseph Goepfrich became the Board Chair. November 21 a Vice-Chair will be elected. A new treasurer will be elected soon.

*Election – Vice-Chair, Secretary, Community Member

Vice-Chair – Erica Evans was elected through a vote
Secretary - Tara Hamilton was elected through a vote
Community Members will move to December meeting

*Directors Report

Grant was submitted before November 1st, was sent back for minor corrections and was resubmitted. New Buffalo opened November 18th, CLASS evaluations are going on currently, still piloting 3 curriculums. Had Full enrollment in October. Looking for speakers for Head Start Expo in April. Grand opening ceremony will be December 2nd, at 4:30pm in New Buffalo. Denise Bigelow motioned to approve, Tara Hamilton seconded. Motion passed.

* Finance Report

Going to try a 1 page report to replace financial data. 4 of 7 new busses not working trying to get fixed quickly. Still working on the slide of New Buffalo playground. Will probably be installed in the spring.
Tara Hamilton motioned to approve. Erica Evans seconded, motion passed.

*Revised Policies and Procedures

Will move to December meeting.

Tri-County Head Start Mission: *To be a vibrant and progressive educational agency supporting the development of children 0-5 years of age while promoting healthy family functioning for Head Start children and families in Berrien, Cass, and Van Buren Counties.*



* Health Insurance

Will stay with Healthy Blue living. Increase was only 7.6% this year. Will include the option to stay insured throughout the summer. Will not include orthodontia with dental insurance.

Sherry Bennett motioned to approve. Erica Evans seconded. Motion passed.

Code of Conduct

Had in attendance sign newest version.

Training – Enrollment and Selection

Applications are closely monitored by Federal Government for only Head Start eligible children. 14 family advocates. Eligible children are in Foster care, homeless, receiving public assistance, at 100% of poverty or below, or fall into two special categories of either the 10% that can be over income, or the 35% that can be 101-130% of poverty.

Pleasure of the floor

Concern about Edwardsburg correctly filling out in-kind forms.

Next Meeting

December 18, 2019 4:30p

* Adjournment

Melinda Rogers motioned to adjourn. Sherry Bennett seconded. Meeting adjourned at 6:24pm

*Denotes approval needed

Minutes Approved: 12.18.19

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