



Pasco County Schools Early Childhood Programs
Early Head Start/Head Start
Policy Council – MINUTES
February 10th, 2022



Call to Order

The meeting was called to order through Zoom at 10:34 am by Sara Langi, Supervisor. Welcoming all participants and establishing quorum.

Old/New Business

The minutes from the January meeting were emailed to members to review before today's meeting. There were no corrections to the minutes. Motion made by Odette Odierno, James Marlowe to approve the minutes. Seconded by Jessica Spicer, Pineview. Motion passed.

Black History Month was acknowledge and explained that this month honors African Americans from all periods of time in US History.

The ECP Baby Shower that took place on 2/9/22 was a huge success with participants receiving the following: Pack-n-play, Safe Sleep tips, gift baskets, community resources and lunch.

Election of Officers – The current Chairperson and Secretary have had to step down due to increased employment. Motion made by Jessica Spicer, Pineview to move the election to the March meeting. Seconded by Nina Stewart, Lacoochee. Motion passed.

School Readiness Advisory Committee

Wendy Lane, Supervisor presented information on Readiness Skills for Kindergarten. Parents are their child's first and most important teachers. Questions to ask a child while reading with them were shared as well as monthly calendar with readiness tips. The Pasco County curriculum guide will be emailed to families of children going to kindergarten next year. For more information, please see the presentation on the Policy Council web page.

Monthly Program Information Report

Alexis Russell, ERSEA Coordinator presented the following information for the month of January in comparison to December: Number of families enrolled in Head Start and Early Head Start, a breakdown of how each enrolled family has qualified, the number of families withdrawn, on the waiting list (with a breakdown of the number of eligible on the waiting list and over income), the number of children enrolled with a diagnosed disability, center attendance percentages, and number of meals served. The Head Start program continues to increase its enrollment each month, despite the pandemic and continued withdraws.

Annual Eligibility Training

Alexis Russell, ERSEA Coordinator presented information on what the program does to train eligibility staff annually and within 90 days of being hired. Intensive, small group training occurs on the following: Methods on collecting and verifying eligibility information from families; Strategies on how to treat families with dignity and respect as well as sensitivity toward situations of domestic violence, homelessness, and other possible traumatizing experiences; and finally, policies and procedures if a parent or staff member omits or falsifies information during and after the interview process. For more information, please see the presentation on the Policy Council webpage.

Budget Report

Jayza Rosario Agostini, Finance Account Analyst presented the program budgets and in-kind reports. Motion made by Odette Odierno, James Marlowe to approve the budget report. Seconded by Nina Stewart, Lacochee. Motion passed.

Personnel Recommendations/Program Vacancies

Vicki Wolin, Director shared with members the personnel recommendations with staff qualifications. Reminder, all hires go through the District's Human Resources hiring process and background checks. Motion made by Odette Odierno, James Marlowe to approve the personnel recommendations. Seconded by Nina Stewart, Lacochee. Motion passed.

Current vacancies include Instructional Assistants (3), 1 Classroom Assistant, teacher, Health Assistant for ECP and a Secretary III for the ECP office.

Upcoming Program Functions & Door Prize

Second home visits are taking place between 1/31 and 3/11. A literacy event will be held at James M. Marlowe Elementary on 3/31 with special guest Jack Hartmann. Look for more information to come home with children. Parents who are interested in Conscious Discipline classes should email Stacey Saylor at ssaylor@pasco.k12.fl.us.

Adjournment

Motion made by Michael Gunther, Community rep. to adjourn the meeting at 11:40 am. Seconded by Odette Odierno, James Marlowe. Motion passed.