

**Policy Council Meeting
November 19, 2018
Price, Utah**

Policy Council Members in Attendance:

Kyleigh Morales, Holly Jensen, Karen Stephenson, Alison Blackmon, Lauren Serawop, Darryll Oberg, Marilyn Fuller, Nikkole Warman, Shaylee Burke, Angelic Goldtooth, Metahma Parker

Staff Members in Attendance:

Keri Allred, Heele Eden, Jennifer Davis, Julie Justice

Welcome:

Karen Stephenson welcomed everyone to the November 19th, 2018 Policy Council Meeting.

Ongoing training:

Julie Justice presented the ongoing training, applying for RUCD Head Start. Income eligible, homelessness and the points system was discussed in detail. Julie described each system and what constitutes each area. Karen Stephenson wanted Julie to clarify who approved applications or how parents can check and see if their children were accepted. Site managers and Early Head Start Staff can all look into Child Plus and give the parents current status on enrollment for their children. Policy Council was able to discuss and ask questions.

Quorum Declaration:

With eleven (11) members in attendance, there is a quorum present.

Conflict Declaration

No Conflict

Minutes:

October 16, 2018, Policy Council Meeting Minutes were reviewed.

Kyleigh Morales made a motion to approve the October 16th, 2018 Policy Council meeting minutes. Holly Jensen seconded the motion. All approved, motion carried.

Agenda:

November 19, 2018, Policy Council meeting agenda was reviewed.

Lauren Serawop made a motion to approve the agenda. Darryll Oberg seconded the motion. All approved

Financial Report:

The CFO presented the financial report.

Directors Report:

Keri Allred presented the director and monthly report.

Keri stated one of the biggest highlights of the conference was some of the teachers approached her after a session and told her how proud they were of RUCD's active supervision plan. RUCD was recognized in the session for having a structured plan.

An update on the new management building was presented stating repairs are behind schedule. RUCD is hopeful to be in by the middle of December. RUCD will not be writing for the EHS expansion grant after much consideration.

Kyleigh Morales made a motion to accept the October Director and monthly reports as presented. Darryll Oberg seconded the motion. All approved.

Agenda Items:

A) Policy Changes:

RUCD has policies and procedures needing to be updated at certain times during the year. The grievance policy was presented to the Policy Council with proposed changes. Keri presented to the council the proposed changes. Feedback was given by the council. RUCD would require council approval to move ahead with the update. Also presented was the last step of the original grievance ended with a grievance committee. Keri proposed to the council the grievance would end at the Executive Director instead of a grievance committee with new verbiage added to the policy.

Allison Blackmon motioned to approve the discussion of the P.800 policy change, Kyleigh Morales seconded the motion, all approved.

B) Duration Application:

Keri Allred, Executive Director went over the duration application with Policy Council. Included as part of the discussion was the waiting list in each area. Ashley Valley has the highest number of waitlisted children in the area and would be the best location for the duration. Blanding and Moab were also discussed as part of duration. Policy council was in agreement the solution would be Ashley Valley. The additional funds required were presented, as well as start-up costs of \$55,000.

Allison Blackmon motioned to approve the discussion of the duration application for Ashley Valley, Marilyn Fuller seconded the motion, all approved.

C) UHSA Conference Report

Allison Blackmon and Karen Stephensen gave Policy Council a report about the UHSA conference.

D) In-kind Waiver

Jennifer Davis presented the Policy Council with the in-kind waiver proposal. Jennifer discussed the deficit of in-kind in relation to what is required for the 80/20 grant and how important it was for all staff and parents to gather the in-kind and get any documentation turned in promptly. The new In-Kind Pro App was presented to parents.

Lauren Serawop motioned to approve the in-kind waiver, Darryll Oberg seconded the motion, all approved.

E) Vote for new PC Officer Positions:

UHSA Member Alison Blackmon

Kyleigh Morales motioned to approve Alison Blackmon as the new UHSA member, Marilyn Fuller seconded the motion, all approved.

Vice-Chair Kyleigh Morales

Marilyn Fuller motioned to approve Kyleigh Morales as the new Vice Chair, Holly Jensen seconded the motion, all approved.

Secretary Darryl

Alison Blackmon motioned to approve Darryll Oberg as the new Secretary, Kyleigh Morales seconded the motion, all approved.

Health Advisory Marilyn Fuller

Lauren Serawop motioned to approve Marilyn Fuller as the new Health Advisory Member, Darryll Oberg seconded the motion, all approved.

F) Staff Changes:

No staff updates

Time and Date of Next Meeting:

The next meeting is scheduled for Tuesday, December 18, 2018, at 10:30 am. The location will be determined at a later date.

Lauren Serawop made a motion to approve the next scheduled meeting date and time. Holly Jensen seconded the motion. All Approved.

Closing:

Meeting adjourned.

Other: