

**GLCAP MSHS Policy Council Minutes
August 6, 2024**

GLCAP MSHS Policy Council conducted their meeting virtually on August 6, 2024 through Zoom and phone conferencing.

ICE BREAKER

Joan welcomed all attending and Bettina Batterson conducted an ice breaker; attendee introductions were made.

CALL TO ORDER

Joan Oliver called the meeting to order at 6:07 p.m.

ROLL CALL

Martha Antonio Lorenzo took roll call from Ice breaker:

MSHS Policy Council Member Attendance			
Center	First Name	Last Name	Attendance
Fremont	Heatherly	O'Connor	Present
New Carlisle	Celia	Ruiz	Absent
New Carlisle	Viviana	Gutierrez	Present
Shiloh	Yesenia	Morales	Absent
Shiloh	Araceli	Huerta	Present
Napoleon	Martha	Antonio Lorenzo	Present
Community Representative - New Carlisle	Maria	Goeser	Present
Community Representative - Fremont	Malena	Gutierrez	Present
Community Representative - Napoleon	Maria	Del Carmen Cruz Martinez	Absent
Community Representative – Shiloh	Luisaanny	Delgado	Absent

Staff present: Joan Oliver, Gabriel Maxwell, Angela Miller, Jill Butzin Brandi Drosky, Jacquie Wells Abigail Hernandez, and Bettina Batterson

Quorum was met.

ADOPTION OF THE AGENDA

Martha Antonio Lorenzo moved to approve the agenda.

Viviana Gutierrez seconded the motion.

Motion carried.

APPROVAL OF THE MINUTES

Araceli Huerta moved to approve the minutes.

Maria Goeser seconded the motion.

Motion carried.

CORRESPONDENCE

Correspondence is included in the IM & PIs of the Early Childhood Board Report.

FINANCIAL REPORT

Angela Miller presented and explained the financial report.

DIRECTOR'S REPORT

- ◆ Jacquie Wells shared the Early Childhood Board Monthly Report which includes Information Memorandums and program instructions. The reports are available online.
- ◆ Jacquie Wells reported on the Credit Card Summary. Reports are available online.
- ◆ Jacquie Wells shared Focus Area 2 review letters.
- ◆ Jacquie Wells shared child incident report. We are waiting to hear back from the Office of Head Start. Child was not hurt and staff person was terminated.
- ◆ Jacquie Wells shared the CLASS review was on tape and submitted for review.

Policy Council Executive Committee Reports

Jacquie Wells reviewed the MSHS Policy Council Executive Committee minute from 7/10/24.

- MSHS Budget Revision.

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Viviana Gutierrez moved to approve the Executive Committee minutes including the budget revision
Maria Goeser seconded the motion.
Motion carried

GLCAP MSHS EDUCATION REPORT

Brandi Drosky reviewed the School Readiness Outcomes.

CENTER HIGHLIGHT

Joan Oliver shared a power point presentation from Napoleon Center.

GLCAP BOARD REPORT

GLCAP Board minutes are in the packet.

SUPPORT SERVICES REPORTS

Joan Oliver shared Nutrition Training video.

NEW BUSINESS

1. New Hires/Terminations Approval August

Viviana Gutierrez moved to approve the New Hires/Terminations.
Araceli Huerta seconded the motion.
Motion carried.

2. Program Goals

Angela Miller reviewed the Program Goals.

3. Agency Audit

Jacque Wells reviewed the audit report. We have new auditors this year. Audit was good.

QUESTIONS, COMMENTS, CONCERNS

Next meeting will be 10/8/24 and Health Advisory will take either before or after the meeting.

ADJOURN

Joan Oliver adjourned the meeting at 7:11 p.m.

Respectfully submitted,



Jill Butzin
Administrative Assistant
GLCAP Early Childhood Program