

**Lucas County Head Start at GLCAP**

**Policy Committee**

**June 12<sup>th</sup>, 2024**

Call to Order

Michelle Rodriguez, PFCE Specialist call the meeting to order at 9:12 am.

Roll Call

Michelle Rodriguez took roll call

**Policy Committee Member Attendance**

Bancroft Parent Rep	Vacant		
Bancroft Parent Rep	Jalon	Fry	Present
Sylvania Parent Rep	Kayla	Shuler	Present
Sylvania Parent Rep	Vacant		
Child Care Contract Rep	Alisha	Carter	Absent
Lucas County Community Rep	Vacant		
Lucas County Community Rep	Stephanie	Potter-Flint	Present
Toledo Public Schools Rep	Janine	Williams	Absent

Quorum was met

Agenda

- Adoption of the Agenda

It was motioned to adopt the agenda by Jalon Fry and seconded by Kayla Shuler. Motion carried

Minutes

- Approval of minutes from The Policy Committee Meeting on April 9<sup>th</sup>, 2024

It was motioned by Kayla Shuler and seconded by Jalon Fry that the Policy Committee accepts the minutes from the April 9<sup>th</sup>, 2024, meeting with no corrections. Motion carried.

Correspondence

- Michelle Rodriguez reviewed the Information Memorandum and Program Instructions regarding Fiscal Year 2024 (FY 2024) Head Start Funding Increase, New Eligibility Provisions for American Indian and Alaska Native Programs, New Eligibility Provisions for Migrant and Seasonal Head Start Programs and Strategies and Recommendations for Supporting Mental Health.

Management Information Report (MIS)

- EOM Enrollment

- Duration Enrollment
- CCC Enrollment
- Children with Disabilities
- Over Income Children

#### Financial Report

- Michelle Rodriguez reviewed the financial report for members to discuss.

#### Director's Report

- Monthly Report to Policy Council and Board of Directors, with Information Memorandum and Program Instructions
- Credit Card Summary/Statements

#### GLCAP Board Report

- No reports for members to discuss.

#### Lucas County Head Start @ GLCAP Policy Committee Report

- No reports for members to discuss.

#### Program Component Reports

- No Reports for members to discuss.

#### New Business

- Approval of New Hires and Terminations – Stephanie Potter-Flint motioned to approve the New Hires and Terminations Kayla Shuler seconded the motion. Motion carried.
- Approval of the Lucas Head Start @ GLCAP Continuation Grant proposal – Jalon Fry motioned to approve the Lucas Head Start @ GLCAP Continuation Grant proposal Kayla Shuler seconded the motion. Motion carried.

<b>Lucas County Head Start</b>	
<b>Funding Source</b>	U.S. Department of Health and Human Services (HHS)
<b>Amount</b>	\$2,306,548
<b>Program Period</b>	December 1, 2024 — November 30, 2025
<b>Statement of Work</b>	To contract with Toledo Public Schools to provide comprehensive Head Start services to children ages three to five and their families through direct operations and contracts with child-care providers. A non-federal share waiver of \$175,000 is included in the application.
<b>Geography of Service Area</b>	Lucas County
<b>Numbers to be Served</b>	179 Preschoolers

<b>Budget</b>	
<b>Personnel</b>	\$1,261,754
<b>Participant Expenses</b>	0
<b>Operations</b>	258,805
<b>Contractual</b>	546,729
<b>Subrecipient</b>	0
<b>De Minimis</b>	239,260
<b>Total Expenses</b>	\$2,306,548
<b>Match/Inkind</b>	\$401,637

- Approval of the Base Rate Increase – Kayla Shuler motioned to approve the Base Rate Increase Jalon Fry seconded the motion. Motion carried.
- Michelle Rodriguez completed the USDA CACFP Civil Rights training for members.
- Michelle Rodriguez reviewed the Lucas County Head Start School Readiness Outcomes for members to discuss.

Next Meeting TBD.

It was motioned by Kayla Shuler to adjourn the meeting and seconded by Stephanie Potter-Flint. Motion Carried. Michelle Rodriguez adjourned the meeting at 9:45 am.

Respectfully Submitted,

Michelle Rodriguez  
Parent, Family, Community Engagement Specialist