



## EARLY LEARNING POLICY COUNCIL

# ATTENDANCE

April 17, 2018

### SITES REPRESENTED BY ELECTED PARENT REPRESENTATIVES:

Enumclaw SD / JJ Smith  
Heritage HS / Seola Gardens  
Highline SD / Mt Rainier High  
Multicultural Family Hope Center / MCFHC  
Issaquah SD / Briarwood Elem  
PSESD Home-Based / Downtown Bates  
Auburn SD / Lea Hill Elem  
Federal Way SD / Truman High  
Shoreline SD / North City  
Federal Way SD / Uptown  
KYFS / Panther Lake

PCHS / Bonney Lake  
Vashon SD / Chautauqua Elem  
Federal Way SD / Sherwood Forest Elem  
YWCA Family Village / YWCA Fam Village  
Federal Way SD / Star Lake Elem  
Renton SD / Meadow Crest ELC  
Peninsula SD / Artondale Elem  
Educare / Educare  
PCHS / South Hill  
Bates Tech College / Fife/Milton

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### INTERPRETERS

Adriana Flores, PSESD Renton

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### SITES REPRESENTED BY PARENT GUESTS

Federal Way PS / Brigadoon

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### SITE / STAFF GUESTS

Melissa McPheeters, Franklin Pierce SD  
Joanne Seng, Board Member  
Amanda Mason, WCH HS  
Romina Munoz, Meadow Crest  
Leah Reynolds, Meadow Crest

Tim Ryan, KYFS  
Aviance Tate, MCFHC  
Natasha Roberts, WCCW  
John Benner, Shoreline Research Project

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### PUGET SOUND ESD STAFF

Lori Pittman, PSESD  
Quincy Stone, ESD Renton  
Cammy Ariola-Moku, PSESD  
Gerri Foster-Coley, PSESD  
Kathy Schirman, PSESD FCC  
Debora Ritz, PSESD EHS, CCP

Dēcca Calloway, PSESD EHS, CCP  
Cindi Gosing, PSESD  
Antoinette Bunkasem, PSESD  
Thuy Mack Gladney, PSESD  
Nikki Battles, PSESD  
Bill Ingraham, PSESD

**10:00 Welcome**

KC reviewed the agenda, introduced the 2017-18 PC Leadership Team and reminded parents that Parent Leadership Reimbursement Forms are due to the inbox in the back of the room by 11:00 a.m. to guarantee that a check will be ready at the end of the meeting.

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**10:10 Policy Council Business and Liason/Committee Reportbacks**

Policy Council Meeting Minutes

Policy Council reviewed the March Meeting Minutes for accuracy.

JA motioned that the March Meeting Minutes *were presented, reviewed, and that all questions were answered. MLRP seconded the motion. Motion passed.*

Policy Council Treasurer's Report

Policy Council reviewed the Treasurer's Reports for February.

DY motioned that the February Treasurer's report has been presented, reviewed, and that all questions were answered. JA seconded the motion. Motion passed.

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**10:25 Program Reports**

Personnel Actions

Policy Council reviewed parent involvement in the hiring process and asked parents to review the April Personnel Actions. Representatives discussed parent involvement (interview panel participation/PC review and approval) in the PSESD Early Learning hiring process in relation to the hiring processes that take place at their sites/centers.

MF motioned that the April Personnel Actions were presented, reviewed, and that all questions were answered. ER seconded the motion. Motion passed.

Fiscal Reports Summary

Policy Council reviewed the March Fiscal Summary. The Policy Council Leadership Team reviewed these full reports at their meeting on April 3, 2018. These reports are available on the Early Learning website following the meeting (go to [www.earlylearningwa.org](http://www.earlylearningwa.org), click on **Governance**, then choose **Policy Council** from the drop-down menu, and choose **Policy Council 2017-18** for the handouts for the current program year).

SM motioned that the March Fiscal Summary, which reflects the February Budget, Procurement Card report and In-Kind report has been presented, reviewed, and that all questions were answered. DY seconded the motion. Motion passed.

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**10:40 Suggestion Box**

Leadership Team reviewed suggestion box submissions from the March Policy Council meeting. Discussed concerns, suggested solutions, Leadership Team's response and actions that will be taken, and accepted feedback/other ideas from Policy Council.

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**11:00 Research Proposal: University of Washington/Shoreline Head Start**

John Benner, PhD student at University of Washington, proposed research on family and school partnerships. This study will center parent voices and experiences with formal and informal family engagement practices and the policies that guide those practices. It will balance parent experiences with the goals and intentions of school staff and

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administration to identify potential alignment or breakdown between policy, implementation and the experience of parents.

*DY motioned to approve the research proposal as presented and that all questions have been answered. AH seconded the motion. Motion passed.*

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### **11:15 Non-Federal Share Waiver Request**

Lori Pittman (Policy, Advocacy, and Governance Advisor) provided a Non-Federal training for Policy Council and explained that PSESD is requesting a non-federal share waiver in the amount of \$300,178 for HS Grant 187 and a non-federal share waiver in the amount of \$415,092 for EHS-CCP to the Office of Head Start for the budget period of November 1, 2017 through June 30, 2018. Highlights include:

- Federal regulations for Head Start and Early Head Start say the total federal funds for the program cannot exceed 80 percent of the total costs of the program. That leaves 20 percent of total program costs to be acquired from non-Federal sources.
- Non-Federal Share is the portion of the total costs of the program provided by the grantee agency (PSESD) in the form of in-kind donations or cash match received from third parties or contributed by PSESD.
- Examples of “In-Kind” include:
  - Space usage
  - Maintenance
  - Transportation
  - Goods, equipment, time provided by the community
  - Private Donations
  - Parent volunteer time
  - Meetings
  - Classrooms
  - For home-based, home visits
  - Policy Council Representatives

*JH motioned to approve the Non-Federal Share waiver request for HS Grant 187 in the amount of \$300,178 and for EHS-CCP in the amount of \$415,092 as presented and that all questions have been answered. SM seconded the motion. Motion passed.*

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### **11:30 Disabilities Waiver**

Lori Pittman (Policy, Advocacy, and Governance Advisor) shared that a minimum of 10% of the enrollment opportunities in Head Start are for children with diagnosed and documented disabilities. PSESD is requesting a waiver to the Office of Head Start because the requirement may not be met for HS Grant 187 & HS Grant 412.

*NS motioned to approve the Disability Waiver request for HS Grant 187 & HS Grant 412 as presented and that all questions have been answered. SS seconded the motion. Motion passed.*

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### **11:45 Head Start 412 Budget Re-negotiations**

Lori Pittman (Policy, Advocacy, and Governance Advisor) presented details of the Head Start/Early Head Start 412 budget amendment for fiscal year 17 (11/1/17 – 10/31/18), highlights include:

- Change in Scope - Enrollment Reduction of approximately 224
    - 208 preschool center-based
    - 16 EHS center-based
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- Preschool enrollment will be replaced with ECEAP enrollment opportunities in the same communities where reductions are proposed.
- EHS center based will be replaced with community scholarship enrollment opportunities

*AH motioned to approve the 412 Head Start/Early Head Start Budget Amendment and change in scope of enrollment reduction of approximately 224 slots total as presented and that all questions have been answered. SM seconded the motion. Motion passed.*

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**12:00 Lunch**

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**12:30**

Heather Kawamoto, Equity in Education, reviewed the different kinds of racism. As a group, we watched a portion of “The House We Live in” from PBS’ “Race – the Power of an Illusion” series and talked about what the information covered today means in our roles as a parent and as a PC member.

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**2:00 Adjourn**

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Respectfully submitted by SH, Policy Council Secretary

**Upcoming Meetings:**

Leadership Team, May 1, 2018  
10:00 a.m. to 1:00 p.m.

Policy Council, May 15, 2018  
10:00 am to 2:00 pm

ECEAP Co-Chair: \_\_\_\_\_

Head Start/Early Head Start Co-Chair: \_\_\_\_\_

(Policy Council Minutes are signed after approved at following month Policy Council Meeting when they have been approved as final)