

# **Policy Council Meeting**

## **2024-2025**

**Call to Order:** A meeting of the Southfield Public Schools/Bussey Center for Early Childhood Policy Council was held on February 25, 2025. It began at 11:00 AM and was presided over by Mr. Marcus Hargrave, Policy Council Chairperson.

### **Roll Call/ Attendees**

Dr. Connie A. Thompson - Director of Early Childhood Programs  
Dr. Ursula Kelly-Wash - Education Manager  
Aldreya Maxwell - ERSEA Manager  
Rachell Sharp- Data Clerk Bussey Center  
Catherine Collins- Policy Council Community Liaison  
Marcus Hargrave - Policy Council Chairperson  
Kandice Mack- Policy Vice Council Chairperson  
Ternisha Spears- Policy Council Community Liaison  
Lajeane Brantley- Policy Council Parent Representative  
Michelle Tomlin-Crutchfield - Policy Council Parent Representative  
Danielle Ford-Parent  
Michelle Tomlin-Crutchfield- Policy Council Parent Representative  
Lajeane Brantley- Policy Council Parent Representative  
Jesse Sutton- Purchasing Specialist/Accounts Payable  
Cherri Dougherty- Director of Finance  
Shardae Brown, Policy Council Parent Representative

### **Voting Members:**

Marcus Hargrave - Policy Council Chairperson  
Kandice Mack- Policy Council Vice Chairperson  
Lajeane Brantley- Policy Council Parent Representative  
Michelle Tomlin-Crutchfield- Policy Council Parent Representative  
Shardae Brown - Policy Council Parent Representative

**A quorum was present at 11:03 AM at the Policy Council meeting.**

**Greeting by - Marcus Hargrave - Policy Council Chair**

### **Approval of Minutes**

A motion to approve the minutes of the previous January 15, 2025 meeting was made by **Marcus Hargrave - Policy Council Chair**. Mr. Hargrave stated that three “Yays” are needed to approve the motion.

Lajeane Brantley- Policy Council Parent Representative- Yay

Shardae Brown-- Policy Council Parent Representative- Yay

Michelle Tomlin-Crutchfield - Policy Council Parent Representative- Yay

**Marcus Hargrave - Policy Council Chair** invited Dr. Connie Thompson to present the directors report.

### **Introduction by Dr. Connie Thompson:**

Dr. Thompson greeted all attendees and then offered to share her screen to present the Director’s report.

### **Directors Report read by Dr. Connie Thompson:**

#### **Drops**

- Early Head Start 0
- Head Start 0- Two spots reserved for transitioning from Early Head Start
- GSRP 2 slots 1 dropped

#### **Average Daily Attendance (ADA) – 83% ADA**

**Comment: Dr. Thompson attribute decreased ADA to the illnesses and viruses going around**

#### **Child Adult Care Food Program (CACFP) Month of January 2025**

- Breakfast, lunch, and snack meals provided during the month of January 2025 totaled 4,551

#### **Education**

- Implementation of High Scope Curriculum
- COR Advantage Data Collection Period 1 – 11/8/2024 to 3/2/2025
- Weekly Tips for Teachers – Academic and Social Emotional
- Teacher Trends (Educational Trends)
- School Readiness Data (anecdotal)

- Comment: Mrs. Jones addressed the Chair and acknowledged a hand raised. Dr. Thompson replied and asked if questions could be held to the end of the presentation.

## Family Engagement Classroom:

- Winner Showcase- Early Head Start & Head Start -Wednesday, January 15, 2025
- Multicultural Day- Monday, January 27, 2025 Comment: Dr. Thompson: Teachers did a wonderful Job
- Link Sheets- Educational resources provided to parents to support and extend their child's learning experiences from the classroom.
- Family volunteers -creating bulletin boards Comment: Dr. Thompson: stated that parents and family members have created beautiful bulletin boards throughout the school

## Communications:

### Fiscal Year 2025 Monitoring Process for Head Start Recipients ACF-OHS-IM-25-02

## Enrollment Updates

The ERSEA team is actively processing applications to enroll new children for the 2024-2025 program year.

- An orientation was held on Wednesday, February 5, 2025
- 8 students are scheduled to begin the HS program on Monday, February 10th
- 2 students are scheduled to begin the GSRP program on Monday, February 10th

## Vacancies:

- 1 Assistant Teacher Resignation
- 4 Teachers CDA (Assistant Teachers) 4 Candidates in the onboarding process

## InKind Contributions for January 2025:

- July 1, 2024 - January 31, 2025 - \$155,675.08

## Upcoming Event:

- Black History Program- New Date to Determined, 8:30AM -9:30AM, Bussey Gym
- Bussey Clothing Drive- Saturday, March 1, 2025
- Father-Daughter Dance- Thursday, March 6, 2025
- Mother-Son Dance -Friday March 7, 2025

- Annual Kindergarten Showcase-Tuesday, March 18th 2025, 5:00 PM- 7:00 PM, Media Center

## **Bussey Center for Early Childhood Education**

### **School Readiness Documentation via Child Observation Record (COR)**

Report was presented by Dr. Thompson

Comment: Dr. Thomson concluded and stated that “that is all for my report”.

Comment: Lajeane Brantley- Policy Council Parent Representative, stated that she disagrees with everything, with all the information reported and that students are not progressing

Ms. Brantley explained that teachers have reported that they don’t have the necessities for classroom productivity and often send their own funds for materials.

Lajeane Brantley- Policy Council Parent Representative, stated parents feel that their children are not progressing and that her son is learning from his older siblings and not the Bussey Center. Ms. Brantley stated that she 100% disagrees with the information reported.

Comment: Mrs. Jones stated that she needs all the In-Kind forms and welcomes volunteer efforts. Mrs. Jones shared more details about the upcoming clothing drive.

Question: Mrs. Jones asked what the allowance totals/ amounts for materials.

Question: A parent asked if it is just for clothes and other items as well?

Reply: Mrs. Jones stated just clothes.

Comment: Dr. Thompson announced that the meeting will need to be rescheduled because we no longer have a quorum, after the Chair Person left the meeting early.

Ms. Brantley stated that Bussey needs to compare learning techniques with other schools.

Comment: Dr. Thompson asked who will be available on Thursday to reschedule the meeting.

Comment: Mrs. Jones stated that she could use support in the parking lot.

Reply: Dr. Thompson stated that we will develop system

Question: Mrs. Maxwell, asked Mrs. Jones if it was just for donations or receiving also?

Reply: Mrs. Jones stated donations at this time.

## **Announcements**

None

*Notes taken by R. Sharp -Data Clerk*

*Meeting Adjourned at approximately 11:37*