

**Davis/Summit Head Start**  
**Policy Council Minutes**  
February 19, 2025

**Welcome:** Julie Reed, PC Chair, welcomed everyone and established a quorum. We went over January minutes. Motion to approve made by Brianna Castro, 2<sup>nd</sup> by Aleesa Bell, passed unanimously.

- Jamie Curtis went over the Policy Council Budget – Motion to approve made by Kelsie Clawson, 2<sup>nd</sup> by Talita Sales, passed unanimously.

Paola Reyes went over January Budgets. We are currently 58% through our Continuous Grant year. Head Start (7320) has spent 50% of the total budget, and Head Start Training (7318) is 78% spent. EHS (7314) is 52% spent, and EHS Training (7315) is 63% spent. In-Kind for Head Start is at 56% and EHS is 52% received. Went over the Credit Card report. Motion to approve budgets made by Aleesa Bell, 2<sup>nd</sup> by Brianna Castro, passed unanimously.

**Director's report** – Marianne Henderson

- New Hires: No new hires.
- Marianne went over the enrollment report. HS Enrollment is currently at 98%. Program is currently serving 395/401 Head Start children and families, with 56 on IEP's and 149 on waitlist. EHS Enrollment is at 99%. We are currently serving 100/101 Early Head Start children and families, 6 are currently on an IFSP, and 169 on waitlist. Attendance for EHS Center Based was 72%, Head Start was 81%, EHS Home Visits was 85% and EHS Socializations was 15%.
- USDA Reimbursement for January is Head Start \$370.26 – YTD is \$2525.27 Early Head Start \$731.22 – YTD is \$6135.89.
- Marianne provided an overview of the Baseline Grant, emphasizing that no significant changes are being made. She reviewed the previously approved reduction in enrollment slots, a decision made to support staff retention and facilitate a necessary job study aimed at increasing teaching staff salaries. As part of this adjustment, a classroom in the southern end of Davis County will be closed. At this time, it remains uncertain whether additional federal funding, such as a Cost-of-Living Adjustment (COLA), will be allocated. Given this uncertainty, the program is being structured for long-term sustainability. As a result, open positions may not be immediately filled unless deemed essential. Additionally, Marianne reviewed the new five-year program's goals and objectives, providing a detailed explanation of each. Goal 1 – Develop and Maintain Well-Functioning Systems to Support Children, Families and Staff, and went over the individual objectives. Goal 2 – Establish a Safe and connected Davis Head Start program. Motion to approve five-year program goals and baseline grant proposal, made by Aleesa Bell, 2<sup>nd</sup> by Miranda Carter, passed unanimously.
- Shanda Parkinson presented the newly proposed School Readiness Goals, explaining the rationale behind their selection. She reviewed the current outcome data, highlighting the program's performance and areas for growth. Shanda provided a detailed explanation of how these goals were determined, ensuring they align with the program's needs and priorities for enhancing student readiness. Motion to approve School Readiness Goals for Continuation Grant made by Lindsey Crandall, 2<sup>nd</sup> by Jamie Curtis, passed unanimously.

- Shanda discussed the Heggerty Curriculum and proposed incorporating this as a supplemental curriculum to help children with Literacy. She explained about LETRS, which is a child focused, age-appropriate literacy philosophy training and how the Heggerty curriculum specifically teaches LETRS best-practice skills. Heggerty will be a new curriculum to supplement our current whole-child curriculum. Motion to approve made by Andrea Oettinger, 2<sup>nd</sup> by Kelsi Clawson, passed unanimously.
- Paola provided an overview of the proposed budget for the new five-year Baseline Grant. She shared that the program has received official notification of the funding amount eligible for application, which remains unchanged from the current allocation. Additionally, Paola noted that an estimated 4% increase in costs from the school district, this will need to be accounted for within the budget. She then presented a detailed breakdown of the budgets, outlining key allocations and financial considerations. Motion to approve made by Talita Sales, 2<sup>nd</sup> by Stormie Weathers, passed unanimously.

### Community Reps

- **DSD School Board – Joani Stevens** – Elected to School Board in November – taking John Robison’s place. She has 4 kids that attended Davis School District. She’s always been really passionate about contributing to our community any way she can. We have a great school District that really cares about kids succeeding. Thanks for the work you’re doing to help your kids be successful.
- **Open Doors – Jamie McKinney** – They help families on their pathway to self-sufficiency. She’s looking for community members to attend one of 3 of her focus groups to help find out community needs so they can base services around needs. Passed out fliers with focus group information. They have just launched a brand-new warehouse.
- **Davis County Health Dept – Teri Sory** – Nothing to share this month – but great to be here.
- **Utah State University – Madison McArthur** – They are working on training Create Better Health in the classrooms. In March they are looking for families interested in 6-8 plots in the community garden in Clearfield. They provide seeds, families plant, weed, water and harvest, and you keep whatever you harvest. They will have gardening classes during the summer. She’ll get the information out via e-mail. They want to open to all Head Start families, but the location is in Clearfield.
- **WFS – Solomon Scheidell** – Lots of staff in their employment centers ready to help with any needs that DWS offers. Offer the case management resources, have people that can help people find new jobs or get more education. If you have recently lost a job you may qualify for a small cash benefit while you look for a new job.
- **Families First – Tanya Smith** – News from the Field
- **Comunidad Materna en Utah – Stefani Ramirez** – They offer services for new moms. They have breastfeeding classes and groups for emotional support classes. Classes are offered in Spanish and English. Passed out some fliers in Spanish and English to share. They have several activities available, there will be one in Salt Lake where they will be providing diapers.

### News from the Field:

- **Families First – Tanya Smith** – Introduced herself and her team. They work with families with kids from 0-18, it is an in-home service that works with families with behaviors. They come 6-8

hours a week for about 12 weeks, and they will go anywhere with you that is needed for behaviors. They will do lots of modeling, help with home rules, partner with the families for whatever needs they have. They are there to build a family support system. They can go to classes with children or whatever support is needed, plans are individualized for each family and child. Tanya passed out her card, you can contact her, or you can go onto the website for referral. There is no family that doesn't qualify. Please call or text Tanya if you have any questions.

Heather Linehan went over the Eligibility Form for next year, there were no changes from this year. Motion to approve made by Kelsi Clawson, 2<sup>nd</sup> by Andrea Oettinger, passed unanimously.

Motion to adjourn made by Aleesa Bell, 2<sup>nd</sup> by Lindsay Crandall, passed unanimously.

**Important Dates to Remember:** Breakfast with the Buffaloes – Antelope Island – March 15

**Next Policy Council meeting will be March 19 at 6:00 pm at FEC**

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Policy Council Chair – Julie Reed