



Policy Council Meeting
January 19, 2022 (English and Spanish)
5:30 p.m.
Minutes

I. Call to Order

Dr. Mara Zapata presided over the meeting. The meeting was called to order at 5:39 p.m.

II. Roll Call

The following participated in the meeting:

| Members | Representing Centers |
|----------------------------------|--|
| Yanibel Cayetano | Children of The New Sun Academy |
| Dominique Reardon | It's A Small World II |
| Yessenia Mayorga | It's A Small World VII |
| Salisha Sewell (Parliamentarian) | Kinderkids Academy III |
| Nancy Nunez | My Little Angels |
| Lashanda Williams | Naranja Prep Academy Annex |
| Daphne Pierre- Louis | Pink and Blue Children's Academy |
| Pamela Pinkston | Step Above Academy |
| Dr. Mara Zapata | Board Member |
| EHS Staff | Position |
| Belkis Torres | VP for EHS |
| Cecilia Nariznis | Mental Health Manager |
| Lucretia Jones | Director of Child Development and Education Support Services |
| Salvatore Martorano | EHS Compliance Manager |
| Sandrina Seraphin | Director of Family and Community Engagement |
| Tatiana Larionova | Nutrition Manager |
| Vanessa Bongiorno | EHS Finance Manager |

III. Action Item

A. December 15, 2021 Meeting Minutes

Dr. Mara Zapata asked for a motion to approve the December 15, 2021 meeting minutes.

- Motion made by Daphne Pierre- Louis
- Motion seconded by Salisha Sewell
- No discussion
- Motion passed 8 in favor and 0 opposed

B. Parliamentarian Election

Ms. Salisha Sewell was nominated for Parliamentarian.

Dr. Mara Zapata asked for a motion to elect Ms. Sewell as Parliamentarian.

- Motion made by Dominique Reardon
- Motion seconded by Lashanda Williams
- No discussion
- Motion passed 8 in favor and 0 opposed

IV. Reports

A. November 2021 Expenditure Report

Total monthly expenses for the month of November 2021 were \$592,084.88. Thirty-five percent (35%) of total monthly expenses were used for salaries and fringe; A total of \$316,057.82 or 53% went to contractual services, \$308,901.31 went to providers for direct services. Eleven percent (11%) covered other expenses, which includes rent and utilities and 1% was used for equipment and supplies. The program has used 28% of the budget to date and has \$8,284,265.71 remaining.

B. November 2021 Credit Card Report

There were no Credit Card charges in the month of November 2021

C. December 2021 Meal Report

Number of meals served in December:

- Breakfasts - 7,819 (98.80%)
- Lunches - 7,904 (99.87%)
- Snacks - 7,871 (99.46%)
- At two schools, none of the meal services reached 100% due to children either being dropped off late or picked up early, or both:
 - Rainbow Intergenerational
 - Springview Academy

D. December 2021 Enrollment Report

During the month of December, there was a total of 572 allocated slots and 563 enrolled. The program had 9 vacancies. All 9 vacancies were vacant for less than 30 days.

Enrollment Requirement Update from the Office of Head Start:

In order to remain in compliance with enrollment, a program must have 97% of their slots enrolled. Programs that are unable to meet 97% after 4 consecutive months will be placed on a corrective action plan. In the past, our program was on a correction action plan however, previously the Office of Head Start put out a memo that all programs on a Corrective Action Plan would no longer be on a plan and all programs were reset. On January 5, 2022 a new update was provided by the Office of Head Start regarding enrollment. Currently, monitoring of enrollment has been postponed until further notice.

E. December 2021 Attendance Report

During the month of December, the program offered ONLY in-person services to children. The average monthly attendance was 74.46%. The program did not meet the 85% threshold. The top 3 reasons for absences in the month of December were from COVID exposures, children being sick, and families going on vacation.

V. Board Meeting Updates

There is no update. No meeting was held in January.

VI. Updates

- COVID Vaccination:
On November 29, the Director from the Office of Head Start sent a communication informing Head Start programs that the Office of Head Start would be mandating all staff, contractors working with children and volunteers to be fully vaccinated. Additionally, the new mandate would require anyone over 2 years of age to wear a mask. The date for programs to come into compliance is January 31. On December 31, 2021, Texas petitioned an injunction blocking the vaccination and mask requirement. Head Start, Early Head Start, and Early Head Start Childcare Partnerships in Texas were are not required to comply with the regulation until the courts provide a final decision. Beginning of January, 24 states joined Texas and petitioned an injunction. Florida is one of those states.

- Members were asked to complete the in-kind form: <https://forms.gle/J34cfu3nXgLJWGoa7>

VII. Adjournment

Dr. Mara Zapata asked for a motion to adjourn

- Motion made by Lashanda Williams
- Motion seconded by Salisha Sewell
- Meeting adjourned at 6:14 p.m.

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