



# Parent Policy Council Agenda

Zoom Call  
2-8-22

Information	Warm Welcome Agenda Overview	Chair - Huynh Pool	5 min
	Prize Wheel	Crystal Ball	2 min.
Action	Minutes: Review and approve minutes from December meeting (no quorum in January)	Secretary - Matt Blairstone	10 min
Action	Treasurer's Report Review and approve reports from last two months (no quorum in January)	Robert/Kim R?	10 min
Action	Director's Reports Review and approve Director's Reports from last two months (no quorum in January)	Robert	10 min
Action	Selection Criteria 2022-2023	Rhiannon	5 min
Action	FY21 Federal grant carryover; need PC approval to carryover \$30,512.15; will use funds to support continuation of our Site Tech Specialist position, which is currently funded with COVID money	Robert	5 min
Info	Mariela Perez Carrasco resigned as PC Treasurer; Robert received an email on 2.7.22; a new Treasurer will need to be elected	Robert	2 min
Info	OHSA State Meeting, Feb. 2-4; report out	Huynh, Crystal, Rhiannon, Robert	10 min
Info	Portland Children's Levy Mid-Year Report	Robert	10 min
Info	NHSA Annual Conference, May 2-5 in Baltimore, MD; 2 parent spots; Chair and State Rep cannot attend; Can Vice Chair or other officer attend?	Robert	10 min
Info	Policy Council Recruitment Video	Rhiannon/Crystal	5 min.

Info	Fundraising Update/Committee	Crystal Ball, Kim Richards	15 min
Survey	Do Policy Council officers need devices for meetings/conferences?	Robert	5 min
	Prize Wheel	Crystal Ball	2 min.
Information	New/Old News Adjournment	Chair- Huynh Pool	5 minutes
<p><b>Next Meeting</b>  <b>March 8, 2022 @ 5:30pm via Zoom or maybe hybrid</b>  <b>Reminder to officers that Program Budget Planning Committee meeting will occur just prior (4:30pm) to the main PC meeting.</b></p>			



**Portland Public Schools Head Start**  
**February 8, 2022**  
**Director's Report**

**PROGRAM UPDATE:**

- **Summary Financial Report/All Programs:** See Treasurer's Report.
- **Credit Card Report:** See Treasurer's Report.
  
- **Portland Children's Levy:** Mid-Year Report was completed and submitted on January 4, 2022. Waiting for acceptance by the PCL grant manager.
  
- **OPK RFI:** Submitted on December 15, 2021. Waiting to hear from the ELD on acceptance of our proposal.
  
- **Personnel:** Head Start continues to recruit for mealtime aides and half-time EAs. The following new hires are recommended for approval by Policy Council:  
**Educational Assistants (Half Time)**
  1. Elizabeth Shelden, Bachelor's
  2. Kahlil Wall Johnson (Bilingual Spanish), Bachelor's**Community Agent (Family Service Worker, Half Time)**
  1. Jobe Fallen, Bachelor's
  
- **2022/2023 Projected Budget Update: Program Planning meeting planned for March 8 at 4:30pm just prior to regular Policy Council meeting.**

In the spring and early summer, we begin planning for next year. The planning process includes: collecting information regarding funding allocations from each source, budget impacts of union contracts, facilities needs as well as location of Head Start sites and program options.
  
- **Program Self-Assessment:** The annual Self-Assessment is underway. The Committee members include all of Head Start Management Team, Huynh Pool (PC Chair) and Kim Amezcua (Vice-Chair). More parent reps have been invited to join. The first meeting occurred on January 21. Future meetings will occur on Feb. 25, April 1, April 29, and May 26. Staff, family, and community survey result information will be reviewed along with DRDP student data. This information, along with our Community Needs Assessment, will be reviewed to generate year 4 of our 5-year goals and our school readiness goals.
  
- **Community Needs Assessment:** The annual update of the Community Needs Assessment is underway. We have a contract with Portland State University (PSU) to complete this annual update. Robert (Director), Rhiannon (Family Services Manager), Nancy (Business Operations Analyst), and Andrea (Data Management Coordinator) met with PSU representatives on Feb. 3 to initiate the process and clarify expectations.
  
- **Enrollment:** Our program is funded to serve 760 children this school year. We currently have a total 36 classrooms at 9 sites in north, northeast, and southeast

Portland. We have 31 Extended Day (full-day) classrooms and five Double Session (½ day) classrooms.

The program was at 62% enrollment as of February 4th, with 472 children total enrolled. All vacancies in the program are to be filled within 30 days. The Office of Head Start is aware of current challenges due to COVID-19. The OHS will continue to monitor monthly enrollment, but has extended its delay in formally evaluating under- or fully-enrolled grantees through the year.

Head Start Performance Standards ask programs to prioritize enrollment for children in Foster Care and those who are experiencing houselessness. Currently our program is serving 11 children in Foster Care and 60 that are experiencing houselessness. 36% of the children speak a language at home other than English, 14 languages are currently represented in our program.

- **Attendance:** Attendance through the month of December was 78.5%, which is a small drop from 80% in January. The program monitors attendance very carefully. If the daily average attendance for a month falls below 85%, we must analyze the causes and determine if the program needs to outline a plan to ensure minimum attendance.

**The performance standards state:** *Within the first 60 days of program operation, and on an ongoing basis thereafter, use individual child attendance data to identify children with patterns of absence that put them at risk of missing **ten percent** of program days per year and develop appropriate strategies to improve individual attendance among identified children, such as direct contact with parents or intensive case management, as necessary.*

As of February 4th, 2022:

- 40% of enrolled children have missed between 10-20% of school days. This puts them at Moderate Risk for chronic absenteeism. Last month 37% of enrolled children were in this category.
- 26.5% of enrolled children have missed more than 21% of school days. This puts them at Severe Risk for chronic absenteeism. Last month 25% of enrolled children were in this category.
- Family Service Workers will work to create Attendance Support Plans for families whose children fall in the Moderate to Severe Risk categories and will continue to monitor and document progress monthly.

- **Disabilities Services:** PPS Head Start must ensure at least 10% of its total funded enrollment is filled by children eligible for Early Childhood Special Education services. We currently have 17% of our total enrollment receiving special education services. There are 23 additional children in referral for an evaluation. We continue to partner with Multnomah Early Childhood Program (MECP) to provide services to our children and families. MECP provides service in the classroom for students and can transition to remote services in the event a child is in quarantine. We continue to partner with district level transition teams to ensure students have a special education plan as they enter kindergarten.
- **Screenings:** Head Start mandates all children have developmental and behavioral screenings within 45 days of enrollment. From our screenings, we have formally referred 70 children to the Multnomah Early Childhood Program and Portland Public Schools Early Childhood evaluation team per our Interagency Agreements. Upon completing the evaluations and eligibility determination, the files are sent to the Multnomah Early Childhood Program for Individual Family Service Plan (IFSP) development with the child's parent(s), MECP Specialist, Head Start teacher and

Inclusion Manager. Once the IFSP is developed, the children begin receiving special education services in the Head Start setting.

- **Mental Health Services:** We have received 65 mental health referrals so far this year; 35 at the request of parents and 30 at the request of teachers and staff (with parent permission). This is an unusual year, with parents requesting a lot more services as compared to previous years. We have approximately 70 children who need follow up from their social emotional screenings (ASQ-SE). Our team of mental health consultants are following up on these referrals and screenings.
- **Health Services:** It's been a busy month for Health Services. The Omicron variant required us to shift gears and adapt. A quick review of the data tells us we've completed 692 Symptom Tracker Tool (STT) forms over the course of the entire school year, with 36% of those completed between 1/3/22 and 2/1/22. Despite a number of classroom closures, we've been able to keep our program up and running and attendance in January 78.5%. Thankfully, we are starting to see some improvement in positive cases and exposures.
- **Update on COVID testing in Head Start:**
  - We are distributing test kits to students as needed and expect more test kits from the Oregon Health Authority (OHA) in the next few weeks.

#### **Health and Dental Exams:**

**Dental Exams:** 72% of our students have completed a dental exam.

- 29% required follow up treatment and 21% of these students have received treatment.

**Health Exams:** 49% of our students have been to their pediatrician for a well child check. Family Service continues to collaborate with caregivers to ensure students visit a pediatrician before the end of the school year.

**Health Services Advisory Committee:** February 9th. We meet at least twice yearly, to discuss health issues that affect everyone in our community and program. Our partners are health care providers from Multnomah County, OHSU, Casey Eye Preschool Screening, WIC, County Lead testing, D3 dental professionals, County Communicable disease experts, OHP coordinators and others. These partners are resources to our program year round.

**Federal Focus Area 2 Review:** We have been notified that our FA2 will occur the week of March 7, 2022. Policy Council members will participate in this review as requested by the OHS. There is a Program Budget Planning meeting and Policy Council meeting on March 8, so federal reviewers may sit in on those.

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**Next Policy Council Meeting:** March 8, 2022 at 5:30pm, virtual via Zoom, but we are exploring in-person and hybrid options. Program Budget Planning meeting will occur prior to the next PC meeting. An invitation was sent out.

***Policy Council understands approval of the Director's Report is approval of the contents of the report, unless otherwise specified in the recorded minutes.***

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**Portland Public Schools Head Start**  
**January 11, 2022**  
**Director's Report**

**PROGRAM UPDATE:**

- **Summary Financial Report/All Programs:** See Treasurer's Report.
- **Credit Card Report:** See Treasurer's Report.
  
- **Portland Children's Levy:** Mid-Year Report is due on January 31, 2022. The purpose of the Mid-Year Report is to provide information to the City of Portland about progress made related to program implementation. The information is used as a check-in to assess whether or not the program is on track to meet annual service goals and to understand any issues/challenges encountered. The report was completed by the Director (Dr. Cantwell) and Family Services Manager (Rhiannon Martin) and was submitted on January 4, 2022. A copy of the report will be reviewed with the Policy Council.
  
- **OPK RFI:** The state is offering increased funds and encouraging Head Start programs to convert part-day enrollment slots to full-day slots. Management Team input was gathered on November 30. Teacher input was gathered on December 7. Policy Council input was gathered on December 14, 2021. Our OPK RFI was submitted on December 15, 2021.
  
- **Personnel:** The district is recruiting for substitute educational assistants. Head Start is recruiting for mealtime aides. Mealtime Aides assist in the classroom during and around lunch time; working 14–19 hours per week. Staff must meet the No Child Left Behind requirements of 120 hours of college credit to apply for the part-time EA position and have a high school diploma or GED for the meal time aid position.

The following new hires are recommended for approval by Policy Council:

**Educational Assistants (Half Time)**

1. Sunshine Vortigern (Bachelor's)
  2. Stephany Alvarado, Bilingual Spanish (Bachelor's)
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- **Enrollment:** Our program is funded to serve 760 children this school year. We currently have a total 36 classrooms at 9 sites in north, northeast, and southeast Portland. We have 31 Extended Day (full-day) classrooms and five Double Session (½ day) classrooms.

The program was at 60% enrollment as of January 1st, with 455 children total enrolled. All vacancies in the program are to be filled within 30 days. The Office of Head Start is aware of current challenges due to COVID-19. The OHS will continue to monitor monthly enrollment, but has extended its delay in formally evaluating under- or fully-enrolled grantees through the year.

Head Start Performance Standards ask programs to prioritize enrollment for children in Foster Care and those who are experiencing houselessness. Currently our program is serving 11 children in Foster Care and 53 that are experiencing houselessness. 36% of the children speak a language at home other than English, 14 languages are currently represented in our program.

- **Attendance:** Attendance through the month of December was 80%. The program monitors attendance very carefully. If the daily average attendance for a month falls below 85%, we must analyze the causes and determine if the program needs to outline a plan to ensure minimum attendance.

**The performance standards state:** *Within the first 60 days of program operation, and on an ongoing basis thereafter, use individual child attendance data to identify children with patterns of absence that put them at risk of missing **ten percent** of program days per year and develop appropriate strategies to improve individual attendance among identified children, such as direct contact with parents or intensive case management, as necessary.*

As of January 5, 2021:

- 37% of enrolled children have missed between 10-20% of school days. This puts them at Moderate Risk for chronic absenteeism. Last month 30% of enrolled children were in this category.
  - 25% of enrolled children have missed more than 21% of school days. This puts them at Severe Risk for chronic absenteeism. Last month 27% of enrolled children were in this category.
  - Family Service Workers will work to create Attendance Support Plans for families whose children fall in the Moderate to Severe Risk categories and will continue to monitor and document progress monthly.
- **Disabilities Services:** PPS Head Start must ensure at least 10% of its total funded enrollment is filled by children eligible for Early Childhood Special Education services. We currently have 15% of our total enrollment receiving special education services. There are 46 additional children in referral for an evaluation. We continue to partner with Multnomah Early Childhood Program (MECP) to provide services to our children and families. MECP provides service in the classroom for students and can transition to remote services in the event a child is in quarantine. We continue to partner with district level transition teams to ensure students have a special education plan as they enter kindergarten.
  - **Screenings:** Head Start mandates all children have developmental and behavioral screenings within 45 days of enrollment. From our screenings, we have formally referred 68 children to the Multnomah Early Childhood Program and Portland Public Schools Early Childhood evaluation team per our Interagency Agreements. Upon completing the evaluations and eligibility determination, the files are sent to the Multnomah Early Childhood Program for Individual Family Service Plan (IFSP) development with the child's parent(s), MECP Specialist, Head Start teacher and Inclusion Manager. Once the IFSP is developed, the children begin receiving special education services in the Head Start setting.
  - **Mental Health Services:** We have received 62 mental health referrals so far this year; 32 at the request of parents and 27 at the request of teachers (with parent permission). This is an unusual year, with parents requesting a lot more services as compared to previous years. We have approximately 94 children who need follow up from their social emotional screenings (ASQ-SE). Our team of mental health consultants are following up on these referrals and screenings.
  - **Health Services:** We've hit the ground running this week with an unprecedented amount of COVID cases or close contacts within our Head Start community. Keeping

our students in the classroom is of the utmost importance and we continue to remain diligent with our COVID-19 mitigation efforts.

➤ **Update on COVID testing in Head Start:**

- We now have a limited number of BinaxNow COVID test kits we're dispensing to families as needed.
- Oregon Health Authority (OHA) has also purchased at-home test kits for distribution to Head Start programs across the state. As of now, we haven't heard from OHA, but expect we'll know more in the next week or so. These kits will be a useful tool to keep our kids and families healthy and in the classroom.
- PPS is participating in a test-to-stay program starting on 1/5/2022. Our recent discussions with the Multnomah County Public Health Department and the Communicable Disease Team indicate our students do not qualify for the test-to-stay. Because we do not have an in-school testing program to support a test-to-stay program, Head Start students who've been exposed to COVID-19 will still be required to quarantine for the 10 day period.

➤ **Dental Screenings** At the end of the month our Dental3 partners will be back to screen kids at all our sites. Students will receive a brief dental evaluation and a preventative fluoride varnish. We typically catch a small percentage of students who require urgent dental care. In these situations Dental3 will work with the family to schedule an appointment for treatment in 1 to 2 days.

➤ **Federal Focus Area 2 Review:** We have been notified that we should expect a Focus Area 2 federal review this year as part of the typical 5-year grant cycle review process. This review will occur sometime between now and June 30, 2022. The Office of Head Start is required to provide 45-day notification. At present, we have not received notification. Policy Council members will participate in this review as requested by the OHS.

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**Next Policy Council Meeting:** February 8, 2022 at 5:30pm, virtual via Zoom, but we are exploring in-person and hybrid options.

***Policy Council understands approval of the Director's Report is approval of the contents of the report, unless otherwise specified in the recorded minutes.***

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# Financial Summary Report

Month End January 2022

CHECKING ACCOUNT ACTIVITY	PROJECT	PLUS	MINUS	BALANCE
Beginning Bank Balance	January 1, 2022			3,088.21
Deposits:				
Expenses:				
				-
				-
				-
Ending Checking Account Balance as of January 31, 2022				3,088.21

## PROJECTS SUPPORTED WITH COUNCIL FUNDRAISERS & DONATIONS

PROJECTS IN CURRENT YR	BUDGET BEGINNING BALANCE	Budget Adj	Expedit ures-to-date	Current Expenditur es	Ending Balance
Walk-a-Thon funds undesignated	\$ -	\$ -	\$ -	\$ -	\$ -
Children's Clothing Fund	\$ 451.11		\$ -	\$ -	\$ 451.11
Child Care Reimb., Volunteer	\$ -		\$ -	\$ -	\$ -
Community Warehouse Referrals	\$ 1,925.00		\$ -	\$ -	\$ 1,925.00
Dollar per Child Contribution	\$ -	\$ -	\$ -	\$ -	\$ -
Assist with Lice Control			\$ -	\$ -	\$ -
Winter Holiday Project			\$ -	\$ -	\$ -
Food Reservicing			\$ -	\$ -	\$ -
Council Expenses, Misc.	\$ 412.10	\$ -	\$ -	\$ -	\$ 412.10
Attendance Incentives	\$ 200.00	\$ -	\$ -	\$ -	\$ 200.00
Travel Stipend NHSA Conference			\$ -	\$ -	\$ -
Teacher Appreciation Week	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00
	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 3,088.21</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,088.21</b>

### YTD Expenses-Month ending January

<b>20-21 Fed. Carry Over Ending Oct. 31, 2021</b>	\$2,613,017	-\$2,582,505.00
<b>21-22 Awards</b>		
21-22 Fed. Nov.1, 2021-Oct. 31,2022	\$ 5,686,462.00	-\$1,282,797.00
19-20 Covid CARES award	\$ 63,329.00	-\$63,329.00
20-21 Covid- CRSSA ending March, 2023	\$ 89,388.00	-\$24,902.00
20-21 Covid-ARP ending March, 2023	\$ 355,361.00	-\$3,394.00
21-22 OPK State Grant ending June 2022	\$ 5,799,811.00	-\$1,997,622.00
21-22 Portland Children's Levy	\$ 560,845.00	-\$247,235.00
21-22 Title IA funding	\$ 240,000.00	-\$120,947.00
<b>Total of 20-21 Fed C/O + 21-22 Awards (Items B38-B44)</b>		<b>\$15,408,213.00</b>
<b>Total Year to Date Expenses (all red totals)</b>		<b>-\$6,322,731.00</b>
<b>FED-Carry over for July-Oct. 2022</b>		<b>-\$800,000.00</b>
<b>Remaining Available funds for 21-22 SY</b>		<b>\$8,285,482.00</b>
Remaining fiscal year (5/12 mos.)	42%	
Percent of funds remaining	54%	

# Financial Summary Report

Month End December 2021

CHECKING ACCOUNT ACTIVITY	PROJECT	PLUS	MINUS	BALANCE
Beginning Bank Balance	December 1, 2021			3,088.21
Deposits:				
Expenses:				
				-
				-
				-
Ending Checking Account Balance as of December 31, 2021				3,088.21

## PROJECTS SUPPORTED WITH COUNCIL FUNDRAISERS & DONATIONS

PROJECTS IN CURRENT YR	BUDGET BEGINNING BALANCE	Budget Adj	Expenditures-to-date	Current Expenditures	Ending Balance
Walk-a-Thon funds undesignated	\$ -	\$ -	\$ -	\$ -	\$ -
Children's Clothing Fund	\$ 451.11		\$ -	\$ -	\$ 451.11
Child Care Reimb., Volunteer	\$ -		\$ -	\$ -	\$ -
Community Warehouse Referrals	\$ 1,925.00		\$ -	\$ -	\$ 1,925.00
Dollar per Child Contribution	\$ -	\$ -	\$ -	\$ -	\$ -
Assist with Lice Control			\$ -	\$ -	\$ -
Winter Holiday Project			\$ -	\$ -	\$ -
Food Reserving			\$ -	\$ -	\$ -
Council Expenses, Misc.	\$ 412.10	\$ -	\$ -	\$ -	\$ 412.10
Attendance Incentives	\$ 200.00	\$ -	\$ -	\$ -	\$ 200.00
Travel Stipend NHSA Conference			\$ -	\$ -	\$ -
Teacher Appreciation Week	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00
	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 3,088.21</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,088.21</b>

### YTD Expenses-Month of Oct

<b>20-21 Fed. Carry Over Ending Oct. 31, 2021</b>	\$2,613,017	-\$2,613,017.00
<b>21-22 Awards</b>		
21-22 Fed. Nov.1, 2021-Oct. 31,2022	\$ 5,686,462.00	-\$759,210.00
19-20 Covid CARES award	\$ 63,329.00	-\$63,329.00
20-21 Covid- CRSSA ending March, 2023	\$ 89,388.00	-\$15,883.00
20-21 Covid-ARP ending March, 2023	\$ 355,361.00	-\$2,992.00
21-22 OPK State Grant ending June 2022	\$ 5,799,811.00	-\$1,416,375.00
21-22 Portland Children's Levy	\$ 560,845.00	-\$193,556.00
21-22 Title IA funding	\$ 240,000.00	-\$96,773.00
<b>Total of 20-21 Fed C/O + 21-22 Awards (Items B38-B44)</b>		<b>\$15,408,213.00</b>
<b>Total Year to Date Expenses (all red totals)</b>		<b>-\$5,161,135.00</b>
<b>FED-Carry over for July-Oct. 2022</b>		<b>-\$800,000.00</b>
<b>Remaining Available funds for 21-22 SY</b>		<b>\$9,447,078.00</b>

Remaining fiscal year 50% (6/12 mos.)
Percent of funds remaining 61%



# Parent Policy Council Minutes

Zoom Call

12-14-21

Minutes by Matt Blairstone

Information	Warm Welcome Agenda Overview	Chair - Huynh Pool In Attendance: Huynh Pool, Robert Cantwell, Crystal Ball, Matt Blairstone, Mariela Perez Carrasco, Kim Richards, Dora Kaske, Kim Amezcua, Lauren Rosenthal, Yadira, Betsy, Aurelie
	Prize Wheel	Crystal Ball Winner: Yadira (Brita filter)
Action	<u>Minutes: Review</u> I reviewed last month's minutes, including postponed and on-the-spot items.	Secretary - Matt Blairstone <b>Move to approve: Me</b> <b>Seconded: Mariela</b> <b>Approve: 8</b>
Action	<u>Treasurer's Report</u> Mariela reviewed this report (on file and emailed to Council)	Treasurer - Mariela Perez Carrasco support from Nancy Robles <b>Move to approve: Aurelie</b> <b>Seconded: Mariela</b> <b>Approve: 7</b>
Action	<u>Director's Report</u> Robert reviewed the past month's report: successful parent/teacher conferences, grant renewal process, application submission to state for funding, <b>plan to convert part-day slots to full-day slots;</b> new hires; COVID testing at school	Robert Cantwell <b>Move to approve: me</b> <b>Seconded: Mariela</b> <b>Approve: 7</b>
Action	<u>Site &amp; Service Workbook</u>	Robert Cantwell <b>Move to approve: me</b> <b>Seconded: Mariela</b> <b>Approve: 8</b>
Info	<u>Head Start Org Chart</u> Robert recounted the flow chart of PPS/Head Start leadership	Robert Cantwell
Action	<u>Vice Chair Election</u> Mariela has been hired in-house & her position must be filled. Kim Amezcua throws hat in the ring.	Huynh Pool <b>Move to elect: 6</b>
Action	<u>Community Rep Election</u> Dora Kaske throws her hat in the ring.	Huynh Pool <b>Move to nominate: Kim</b> <b>Seconded: Mariela</b> <b>Move to elect: 9</b>



# Parent Policy Council Minutes

Zoom Call

12-14-21

	<b>Head Start</b>	
Info/Action	<u>Oregon Pre-K RFI</u> Plan to convert part-day slots to full-day slots while retaining flexibility to choose	Robert Cantwell <b>Approval to convert part-day to full-day slots: me</b> <b>Seconded: Aurelie</b> <b>Approve: 6</b> <b>Abstain: 1</b>
Info	<u>HS Performance Standards</u> Mask Wearing and Vaccinations	Robert Cantwell
Action	<u>HS Van Selling / Auction</u> Van is no longer being used, is in good running order, and Robert seeks to pursue selling it and putting the profit back into the program.	Robert Cantwell <b>Move to approve: Me</b> <b>Seconded: Aurelie</b> <b>Approve: 8</b>
Info	<u>Fundraising Update/Committee</u> Presented by Kimberly Richards. Seeking more fundraising options and a way to generate attention and interaction with Head Start families; add 5 minutes to next month's agenda to discuss options.	Crystal Ball, Kim Richards
	<u>Prize Wheel</u> Wasn't the meeting, itself, the true prize?	Crystal Ball (no winner)
Information	New/Old News Adjournment	Chair- Huynh Pool
Next Meeting January 11, 2022 @ 5:30pm via Zoom		



# Parent Policy Council Minutes

Zoom Call

1-11-22

Information	Warm Welcome Agenda Overview <b>Present:</b> Kim A., Matt B., Betsy F., Sherly P., Antonia, Jennifer A., Robert, Rhiannon, Jean B., Interpreter - Vietnamese, Spanish, Chinese	Chair - Huynh Pool (Absent) Kim Amezcua Vice Chair <b>Notes:</b> Discussion of COVID Protocols within Head Start. Parents shared concerns. Responses from Robert & Jean.  Interpreters released at 5:50 PM No Quorum present, Kim suggests we table all voting items until next month.
	Prize Wheel	Crystal Ball / Rhiannon <b>Notes:</b> Matt is a winner
Action	Minutes: Review	Secretary - Matt Blairstone <b>Notes:</b> Tabled
Action	Treasurer's Report	Treasurer - Mariela Perez Carrasco support from Nancy Robles <b>Notes:</b> Tabled
Action	Director's Report	Robert Cantwell <b>Notes:</b> Tabled
Info	OHSA State Meeting, Feb. 2-4; who is going?	Robert Cantwell <b>Notes:</b> Survey of PPC Reps., 95% voted "no in person". Virtual option being sent out.
Info	Portland Children's Levy Mid-Year Report	Robert Cantwell <b>Notes:</b> Mid year and final reports are required. Mid year report is due 1-31-22 and has already been submitted. Robert reviewed the HS response with those present.
Info	Policy Council Recruitment Video	Rhiannon <b>Notes:</b> Tabled
Info	Fundraising Update/Committee	Crystal Ball, Kim Richards <b>Notes:</b> Tabled
Information	New/Old News Adjournment	Chair- Huynh Pool (Kim Amezcua)
<p>Next Meeting February 8, 2022 @ 5:30pm via Zoom or maybe hybrid</p>		