Otero Junior College

Child Development Services

Migrant & Seasonal Head Start

**Parent Policy Council Meeting**

**February 2, 2021**

Members Present: Gabrielle Rodriguez (Center); Yazmin Gonzalez (Center)

Members Absent: Manuel Diaz (Boone); Amanda Brown (Boone)

Staff Present: Tracey Lucero, Brenda Almeida and Sherri White

The meeting was called to order by Tracey at 12:10 pm.

MSHS Minutes from December 15, 2020 were reviewed. Gabrielle made a motion to approve the minutes. Yazmin seconded. Motion approved.

Member Reports: Centers Closed

Director Reports-

Meal Reports- no report

Health report- no report

Tracey asked if anyone had any questions regarding the Draft Self-Assessment, Draft Community Assessment, and Draft Goals that were presented in December. Everyone had a chance to review the documents and there were no questions.

Gabrielle made a motion to approve the grant application as presented. Yazmin seconded. Motion Approved.

Tracey reviewed the status of the building in Alamosa.

Financial Report- Sherri reviewed the P-card expenditure report. The current budget was reviewed. We are currently at 58.05%. We should be at 66.67%. Due to COVID-19 expenses are less than normal. The COVID budget was reviewed. It is at 74.58%. These are additional one time funds that were available from the CARES Act. Sherri discussed the changes that were made to the Draft budget after the presentation in December. Policy Council had no questions.

Yazmin made a motion to approve the Budget as presented. Gabrielle seconded. Motion approved.

Next Meeting is scheduled for March 10, 2021 at noon.

The meeting will be conducted with ZOOM.

Gabrielle made a motion to adjourn the meeting. Yazmin seconded. Motion approved.

Meeting was adjourned at 12:40 pm.