Otero College

Child Development Services

Migrant & Seasonal Head Start

**Parent Policy Council Meeting**

**February 16, 2022**

Members Present: Sabina Alvarez (MZ), Maribel Perez (MZ),

Members Absent: Maria Martinez (Center), Diana Garcia (Alamosa)

Staff Present: Tracey Lucero, Teresa Felix and Sherri White

The meeting was called to order by Tracey at 12:35 pm.

Maribel was not available for the meeting. She was called the next day and the agenda items were explained to her. She emailed a statement saying that she approved the grant and the selection criteria.

MSHS Minutes from January 19, 2022 were reviewed. Sabina made a motion to approve the minutes. Maribel seconded. Motion approved.

Member Reports: Centers Closed

Director Reports-

We will be submitting our MSHS grant at the end of the month. I requested permission from Dr. Alvarez to move the camera policy to the March agenda. We are preparing to begin Migrant and Seasonal Head Start. Children will begin Duration Services on April 11th.

Spring break will begin on March 18th for staff. Staff will return on March 28th. Recruitment is ongoing.

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 January. Everyone had a chance to review the documents twice and there were no questions.

Sabina made a motion to approve the grant application as presented. Maribel seconded. Motion Approved.

Selection Criteria: Selection Criteria- Tracey presented the selection criteria for MSHS in January, which was approved. After reviewing the Community Assessment, there was an addition stating “Child previously Enrolled”. Sabina made the motion to approve the addition to the selection criteria as presented. Maribel seconded. Motion approved.

Financial Report- Sherri reviewed the P-card expenditure report. The current budget was reviewed. We are currently at 69.43%. We should be at 66.67%. The COVID budgets were reviewed. These are additional one time fund.

There were no requested changes made to the Draft budget after the presentation in January. Policy Council had no questions.

Sabina made a motion to approve the Budget as presented. Maribel seconded. Motion approved.

Next Meeting is scheduled for May 9, 2022 at noon.

The meeting will be conducted with WebX.

Sabina made a motion to adjourn the meeting.

Meeting was adjourned at 1:15 pm.