

Policy Council Meeting

MINUTES

DATE: 11/19/20

TIME: 6:00 - 7:00 P.M.

LOCATION: FAIRFAX COUNTY HEAD
START – ONLINE TEAMS MEETING
MEETING ID 343 114 252

MEETING CALLED BY	Heather Thomas, Chairperson at 6:20 pm.
TYPE OF MEETING	Business Meeting
FACILITATOR	Fairfax County Office for Children Head Start
NOTE TAKER	Julie Chang, staff Business Analyst
TIMEKEEPER	Abdisalam Aden (Parliamentarian)
ATTENDEES	<p>All programs represented FCPS: Sheku Bangura, Fatiha Abderraziq, Tanya Blackburn, Rayan Abdelgader, Griscelda Blanco GMV/FCC: Heather Thomas, David Aratuo, Tracita Douglas, Keisha Scott Higher Horizons: Abdisalam Aden, Romana Akbar, Omar Mohamed Community Representative: Meg Marcus Staff: OFC: Jennifer Branch, Karle Finley, Maryom Fox, Julie Chang; Hi Ho: Mary Ann Cornish FCPS: Grace Winslow</p>

Agenda topics

ROLL CALL, INTRODUCTIONS

ROMANA AKBAR

DISCUSSION	<p>Introductions: Policy Council members, staff and guests introduced themselves stating which program they represented. Chairperson had a personal emergency and would be joining the meeting late, therefore the Vice Chair presided over the first part of the meeting.</p> <p>Emergency ordinance approval to move that each member’s voice may be adequately heard by each other member of the Policy Council. Romana read through a detailed script required to hold a meeting electronically. In order to conduct this meeting wholly electronically and to effectuate the emergency procedures authorized by FOIA, Policy Council needed to make certain findings and determinations for the record.</p>
CONCLUSIONS	<p>Audibility of Members’ Voices: First motion made by Romana, seconded by Heather. All approved. Motion carries.</p> <p>Need for an Electronic Meeting: Nature of the emergency is the Pandemic which makes it unsafe for the members to attend a physical meeting. Romana made a motion, Heather second. Approved unanimously.</p>

APPROVAL OF NEW MEMBERS

ROMANA AKBAR

DISCUSSION	<p>FCPS has sent several new representatives to Policy Council. They introduced themselves. Griscelda Blanco – parent at Riverside Elem. Student at NOVA, ECD Tanya Blackburn – parent at FCPS, Reston. Chair of PPC for FCPS HS. Rayan Abdelgader – parent at Woodley Hill. PPC secretary.</p>
CONCLUSIONS	<p>Approval of New Members: First motion made by Tracita, seconded by Heather. All approved, motion carries. Griscelda Blanco, Tanya Blackburn, Rayan Abdelgader are now official members of the Fairfax County Head Start Policy Council.</p>

MINUTES APPROVAL

ROMANA AKBAR

DISCUSSION	<p>Approval of Meeting Minutes: Romana asked the council to review the minutes from the October meeting.</p>
CONCLUSIONS	<p>➤ October 2020 Meeting minutes approval A motion to approve with edits was made by Abdisalem, second motion by Keisha. Unopposed, motion carried unanimously.</p>

TREASURER’S REPORT

MARYOM FOX

DISCUSSION	<p>Treasurer’s Reports: Funds have been received and deposited. Maryom presented the Policy Council treasurer’s report and cash activity reports</p>
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CONCLUSIONS	➤ October 2020 Treasurer’s reports accepted and filed as presented.
FISCAL REPORT MARYOM FOX	
DISCUSSION	Program Fiscal Reports: Maryom reviewed the HS/EHS and EHS-CC Partnership Expansion reports for October, 2020.
CONCLUSIONS	➤ HS/EHS and EHS-CC Partnership and Expansion grant fiscal reports accepted and filed as presented.
PERSONNEL APPROVAL DAVID ARATUO	
	<u>David Aratuo presented a candidate for Child Care Specialist II</u> This person would serve as the Health Manager at Greater Mt. Vernon Community Head Start and Early Head Start and is on the GMV Management Team. Karina Vargas is being brought forth as the selected candidate for this position to the Policy Council for approval. She has a bachelor’s degree in Psychology and was previously a clinic aide in Arlington County.
CONCLUSIONS	➤ Approval of Karina Vargas for hire. Sheku made the first motion, Tracita second motion. All approved, motion carries.
DIRECTORS REPORT JENNIFER BRANCH	
DISCUSSION	<p><u>Administrative Updates</u></p> <ul style="list-style-type: none"> • Jennifer reviewed the Fall 2020 Program progress and COVID-19 updates. <ul style="list-style-type: none"> — Programs all providing either virtual, on site or hybrid services. Families are provided extra resources and materials for children’s learning activities. — Jennifer will share with Board of Supervisors, they are interested in how we are doing with enrollment. She will share that Office of Head Start is being flexible during this time. • Focus Area 1 Federal Review will be conducted. Will want to meet with policy council members so they will have a separate meeting to providing training to prepare for the review as well as budget training. • Board of Supervisors – our new liaison is Supervisor Dalia Palchik. She will be attending a meeting in the early Spring. <p><u>Monthly Reports – October 2020</u></p> <ul style="list-style-type: none"> • Enrollment Statistics – Enrollment is down across all of our programs. It is currently challenging to enroll families because of the current pandemic situation. Some families need 5 day a week services; some fear in-person services. • Heather commented: Fairfax County Head Start does an amazing job of keeping slots filled but the impact of COVID is why we are currently down. The program always wants to serve more because there are many benefits to the program. <p>Because of the holiday, we will have our December meeting on the 17th. Karle’s last day with Fairfax County was Nov 10, as she has retired after 31 years of service to the county. She will continue to volunteer!</p> <p>Chris Leonard, Director of NCS is transitioning to Deputy County Exec of HHS. Heather thanked Romana for presiding over the meeting today, she did a wonderful job!</p> <p>Policy council budget training information will be provided soon. Officers are expected to attend, all members are invited.</p>
CONCLUSIONS	<ul style="list-style-type: none"> ➤ Enrollment/Attendance Reports for October 2020 accepted and filed as presented. ➤ Adjournment: Motion to adjourn made by Heather, and seconded by David. All in favor.
Motion to adjourn made by Heather and David. All in favor.	
Adjournment: Meeting adjourned at 7:14 p.m.	
Next meeting: December 17, 2020	