



**Policy Council Meeting**  
Monday, March 29<sup>th</sup>, 2021 – 5 pm  
By Microsoft Teams

**Minutes**

1. **Call to order**  
Call to order by Marcella Gadberry, Policy Council Chair, at 5:08 pm.
2. **Roll call**  
Maria Pacheco, Policy Council Secretary, did roll call. Thirteen members attended; quorum was established.

<b>POLICY COUNCIL 20-21</b>	<b>PRESENT</b>	<b>VOTING</b>
<b>EHS HOME BASE</b>		
Karina Acuna - Member		
Vacant- Alt		
<b>EHS CENTER BASE</b>		
Carmen Perez - Member		
Yazmin Castro - Member	X	X
Vacant - Alt		
<b>EHS CCP</b>		
Heather Fontenot - Member	X	X
Ivonne Luna - Member		
Carol Iveth Cermenno - Member		
Vacant- Alt		
<b>HS TEMPE/GUADALUPE/SCOTTSDALE CENTER BASED</b>		
Mayada Mohammed - Member		
Hila Cota - Member	X	X
Alyssa Darden - Alt	X	X
Vacant - Alt		
<b>HS CHANDLER/GILBERT CENTER BASED</b>		
Cynthia May - Member	X	X
Selma Alvarez - Member	X	X
Mirna Barreras - Alt	X	
Dina Levin - Alt		
<b>HS MESA CENTER BASED</b>		
Maysa Manassra - Member		
Joana Ruiz de Álvarez - Member		
Jacqueline Royalty - Member	X	X
Yuri Alcalá - Member	X	X
Marel Lopez - Member		
Maria Pacheco - Member	X	X
Beatriz Zepeda Diaz - Member		
Nereida Beltran Diaz – Alt		
Krystal Ballain – Alt		
Anabel Campos - Alt		
Esthela Perez - Alt		
Tessa Pluma - Alt	X	X
Vicenta Morales Farias - Alt		
Vacant - Alt		
<b>COMMUNITY REPRESENTATIVES</b>		
Sarah Agostinho – Member	X	X
Marcella Gadberry - Member	X	X
Reyna Trujillo - Member		
Vacant - Member		
<b>BOARD OF SUPERVISORS</b>		
Cristina Arzaga-Williams (Liaison non-voting)		
<b>TOTAL (*11 members for quorum)</b>	<b>13</b>	<b>12</b>

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Additional persons present:

	<b>Attendee</b>	<b>Role</b>		<b>Attendee</b>	<b>Role</b>
1.	Nancy Kessay	Family & Community Partnerships Manager	2.	Nickia Newman	PD Content Manager
3.	Michelle Jarosinski	ERSEA Coordinator	4.	Chris DeBois	HS Nurse
5.	Maureen Mason-McCoy	HS Nutritionist	6.	Sheri Simmons	Program Analyst
7.	Jamie Shaver	Grant Accountant	8.	Samantha Huffman	Family Support Specialist
9.	Sylvia Pena	Family Support Specialist	10.	Linda Roldan	ERSEA Assistant

**3. Board of Supervisors liaison report, Cristina Arzaga-Williams**

Liaison was not in attendance.

**4. Head Start Director’s Report, Eve Del Real**

In person services resume from June 1- July 23rd at BTF sites and Child Care Partnerships; Staff will begin training from April - May and BTF staff will return to the classroom for preparation May 17<sup>th</sup>. Part Year Sites will be scheduled for remain virtual. They will have the opportunity to close down classrooms mid-April.

The program received notice of COLA and COVID funds available through a noncompetitive application. The COVID funds were announced today and is due April 9th - \$374,706- narratives, budget justifications, and governing body or policy council approvals are not required for this application -The funds will be used to provide additional COVID supplies and upgrades to technology.

**5. Program Services Overview (see handout)**

**a. Education and Child Development, Nickia Newman**

Program provides high-quality early education and child development services, for later success in school.

**b. Family and Community Engagement, Nancy Kessay**

Program integrates parent and family engagement strategies into all systems and program services to support family well-being and promote children’s learning and development.

**c. ERSEA, Michelle Jarosinski**

Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA): Programs must conduct a community assessment to determine community strengths, needs and resources as well as recruitment area. There are requirements and procedures for the eligibility determination, recruitment, selection, enrollment and attendance of children.

**d. Inclusion and Mental Health, Nickia Newman**

Program ensures enrolled children with disabilities, including but not limited to those who are eligible for services under IDEA, and their families receive all applicable program services delivered in the least restrictive possible environment and that they fully participate in all program activities.

Head Start embraces a vision of child and family wellness. One component of wellness is healthy social and emotional development which increases positive behavior, resilience, self-confidence and academic performance.

Head Start Performance Standards require that Mental Health Consultation be provided to all MCHS classrooms and Family Educators and be offered and available to all enrolled families.

**e. Health & Nutrition, Chris DeBois and Maureen Mason-McCoy**

Program provides high-quality health, oral health, and nutrition services.

**6. Disability EHS CCP 20-21, Nancy Kessay**

Maricopa County Human Services Department (MCHSD) Head Start Program is requesting a waiver of the required 10% of enrollment of children with disabilities in the Early Head Start-Child Care Partnership (EHS-CCP) Program supported by Grant No. 09HP000200. The EHS-CCP program met 5% of its enrollment with infants and toddlers eligible for early intervention services due to the following factors; Covid-19 Pandemic- all service areas consistently displayed high numbers of positive Covid cases which created barriers to providing in person services for children with disabilities; AzEIP Eligibility Requirements- children are eligible for Early Intervention when there’s 50% delay in one or more developmental areas. Many of the children referred for services have been determined to have a mild to moderate delay due to the high threshold of eligibility for Early Intervention Services in Arizona.

**Approval-** Jacqueline Royalty first motion. Yuri Alcalá seconded the motion. All present members in favor, no opposes.

**7. Equipment Approval Request Grant No. 09CH010385, Nancy Kessay**

MCHSD-EED is submitting a request to purchase equipment that exceeds the unit cost of \$5,000. The requested equipment purchase is reasonable per OMB standards and will support the safe delivery of operational activities. Equipment \$105,267: (2) Welch Allyn Vision Screening Eye Spot Devices \$15,998, Vehicle – Ford F-550, Regular Cab Diesel Freight Truck \$80,000, and Playground Structure \$9,269. Other \$350,000: Relocation and Renovation of Early Education Division Main Office \$350,000. The program proposes to lease a shared cost-effective location with the MCHSD Workforce Development Division. The shared location will enhance service coordination and lessen facility costs.

**Approval-** Hilda Cota first motion. Yuri Alcalá seconded the motion. All present members in favor, no opposes.

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8. **2021-2022 Program Calendars, Nancy Kessay**  
Next Program Year Calendars were shared: Part Year-160 Days, Half Day Sites-3.5-hour sessions, Birth to Five Sites- 6.5 hours days, Compadre EHS, CCP/EXP East Valley Sites, and CCP/EXP West Valley Sites.
9. **February 2021 Financial Statements**  
Grants Accountant, Jamie Shaver, reviewed the financial statements.  
**Approval** – Yuri Alcala first motion. Jacqueline Royalty seconded it. Unanimous approval for February 2021 Financial Statements.
10. **February 22<sup>nd</sup>, 2021 Policy Council Meeting Minutes**  
**Approval** –Hilda Cota did motion to approved. Approved by all members present, no opposes.
11. **Policy Council members Reports**  
There are no reports from the members.
12. **Call to the public**  
No comments by the public.
13. **Adjournment**  
Marcella Gadberry call a motion to adjourn the meeting. Motion approved by all members. Meeting adjourned at 6:15 pm.

**Next meeting:**

- Monday April 26<sup>th</sup>, 2021 at 5:00 pm by Microsoft Teams

*All parents are invited to attend all Policy Council meetings.*