**Policy Council**

**GTB Benodjenh Center**

**Early Head Start/Head Start/GSRP/Child Care**

**4/23/2021**

* **Sign in**
* **Review Previous Minutes**
* **Policy Council Member Update:**

Chair: **VACANT**

Vice Chair: **VACANT** (are there any suggestions or nominations for this position)

Recording Officer: **VACANT**

Sign in:

Sarah Murphey

Sean Cahill

Leona Burfield

Trista Erickson

Chelsea Fink

Helen Cook

Parent Representative(s): **Sarah Murphey**

Community/Elder Representative: **Deb Fox**

Community Representative: **Sean Cahill**

Community Representative: **Helen Cook**

Tribal Council Liaison: **Theresa Pelcher**

* **Staff/Enrollment Update**

**Classroom A: 10 enrolled students in person**

Notes:

All classes are full, some have virtual students as well.

Lead Teacher: Angeleia Gann

 Assistant Teacher: Alejandra Castellanos (currently on LOA)

 Classroom Bus/Aide: VACANT

**Classroom B: 10 students enrolled in person**

Lead Teacher: Lisa Falk

 Assistant Teacher: Alia Shaw (currently on LOA) VACANT?

 Classroom Bus/Aide: Delia Shawandase

**Classroom C: 6 students enrolled in person**

**2 students enrolled virtually**

Lead Teacher: Christine Newstead

 Assistant Teacher: Amanda Maas

 Classroom Bus/Aide: VACANT

**Classroom D: 6 students enrolled in person**

**2 students enrolled virtually**

Lead Teacher: Aimee McClellan

 Assistant Teacher: Danielle Franco-Hernandez

 Classroom Bus/Aide: VACANT

**Childcare: 6 children enrolled**

Caregiver: Francis Wanageshik

 Caregiver: Victoria Chippewa

**EHS home Base Program: 8 families enrolled-several slots open**

Home Visitor: Anne Kiogima

 Home Visitor: VACANT

* **Trista is officially the Benodjenh Center Supervisor**
* **Recruitment: We are required to continue to recruit and enroll offering virtual/at-home learning for those families who want to participate in that capacity. We now have our own website which is also helpful with recruitment. Check it out at:** [**https://benodjenhcenter.weebly.com/**](https://benodjenhcenter.weebly.com/)
* **Last parent meeting was 4/15.** **Three families joined.**
* **Benodjenh contracting out a cleaning service to ensure our building is getting cleaned regularly and properly. The contract has been drawn up and sent to JennyClean- hopefully this will start next week.**
* **New mask mandate starting next week requiring 2 year olds and up to wear facemasks during “gatherings” We are meeting with staff today to discuss logistics of how this will work.**
* **Professional Development Fridays will continue once able. During COVID staff has been working on various trainings, webinars, and other staff development while working from home. (through: ECLKC, MiRegistry, MyPeers, TS Gold/Creative Curriculum, CACFP, ISD, Office of Head Start)**
* **We are in search of new policy council members. We need three parents to join to meet our 51% requirement of currently enrolled parents.**
* **Budget Review**
* **Required & Miscellaneous Program Information**

Monthly Reports: Benodjenh Center Monthly Report, Credit Card Report with corresponding Budget Reports, Child and Adult Care Food Program (CACFP), Claim Status Report, Enrollment Report. Program Performance Summary Report.

* **Next Policy Council Meeting:** To be determined.

Please feel free to email Trista, Leona, or Chelsea with any questions you may have.

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ChelseaFink@gtbindians.com

Trista is covering both Supervisor and Head Start roles. We are trying to split up tasks so nothing gets left behind.

Budget review: We submitted COLA application- can be used June 1st; we will need a new cleaning contract then. Current cleaning contract is covered by a different grant. Other budget applications were returned to us for minor revisions. Trista getting help from accounting and Dawn to get budget complete.

Opening plan: Tribe was talking about opening the Tribe more in mid April. This is being put on hold for spike in COVID. Our plans for opening were considering opening an additional day and childcare. We are putting 4th day on hold but we are able to offer childcare for staff.

Staffing concerns: staff are struggling with many duties. Teachers are doing duties of multiple people. There are people on leave. Staff well being has a great impact on how the children are getting taken care of. Tribal and Department Manager are aware of the concerns and issues we are having.

Helen and Sean suggest wages should be a priority to help our staff. Wages should be competitive to keep staff and get more applicants. We are working on a wage comparability to try and advocate for increase wages for current employees and future employees.