**Policy Council**

**GTB Benodjenh Center**

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

**6/4/2021**

* **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**

In attendance:

Chelsea Fink

Leona Burfield

Trista Erickson

Dawn Shenoskey

Sarah Murphey

Sean Cahill

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: 9 enrolled students in person**

Lead Teacher: Angeleia Gann

Assistant Teacher: Alejandra Castellanos

Classroom Bus/Aide: VACANT – interview conducted on 5/5 and a recommendation of hire was completed and submitted on 5/5. Waiting to hear from HR about when she can start.

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

Lead Teacher: Lisa Falk

Assistant Teacher: 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

* **Last parent meeting was 5/20.** **Two families joined.**
* **Benodjenh contracting out a cleaning service to ensure our building is getting cleaned regularly and properly. This has been going well in may so we extended it through July 28th**
* **Unsupervised child. Active supervision and ethical training will be provided for staff following this incident.**
* **End of year celebration**
* **CPR/First aid training and certification has been scheduled for all staff on August 12th and 13th.**
* **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 – we received notification from OHS re: approval of current grant extension as well as the American Rescue Plan funding**
* **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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Dawn discussed the next phase in the Tribal Offices opening and having employees work from the office starting this month and what that means for Benodjenh. She purposed discussion on have Benodjenh increase enrollment numbers and in-person class days. It was discussed that now may not be a good time for this increase due to timing at the end of year and short staffing. A proposal will go to Policy Council to proceed with current enrollment and class scheduled days.

Short staffing was further discussed and how to help increase staffing and the possibility for wage increases. A wage comparison is in process and we will discuss and look further into adding internship positions for local ECE programs.