



NMCAA Policy Council Meeting  
December 13, 2018

Minutes by Tiffany Duperon

Present:

Crystal Abramczyk, Rachell Alley, Celia Anderson, Samantha Denning, Tiffany Duperon, BobAnn Fick, Gillian Gines, Kayla Hilla, Brandy Keeney, Sally Kramer, Laura Maier, Ashley Mattiuzzo, Mary Mellberg, Marvin Micheau, Jamie Nelson, Shanna North, Lynn Palcowski, Bethany Parent, Elizabeth Peters, Howard Peters, Audrey Ryan, Tonya Schroka, Amber Stone, Jessica Tison, Samantha Marie Towne, Beth Whittington, Donna Wiklanski (Quorum Established)

Absent:

Sarah Binkley, Molly Brown, Felicia Cannedy, Lauren Clark, Courtney Craft, Nicole Demma, Keri Lynn Doan, Elizabeth ElJaouhari, Brandie Fairchild, Lucinda Kenwabikise, Rebecca Leitelt, Kari Leonard, Nicole McCormick, Shena McVay, Emily Putman, Brianna Reed, Teresa Robinson, Michaela Smith-Springberg,

Meeting called to order by, Policy Council Chair, Tonya Schroka at 10:10 am.

- ❖ Tonya welcomed everyone and directed the group to the NMCAA Vision Statement.

Tonya asked for a motion to approve the meeting minutes from the November meeting, motion made by Mary to approve November's meeting minutes, supported by Celia, motion carried.

Tonya asked for a motion to approve sign-in sheet for roll call, motion made by Bethany to approve sign-in sheet as roll call, supported by Brandy, motion carried.

Dru O'Connor Education Coach and Disabilities Manager Inclusion activity- considering the NMCAA Vision Statement: **NMCAA Vision** *NMCAA leads in strengthening our communities by empowering people to overcome barriers, build connections and improve their quality of life.*

- ❖ Dru asked the group to consider how the vision statement keeps the group focused on our children and community and how it impacts the way we lead together.

Toya Schroka Policy Council Chair reviewed the Policy Council Election Process.

Policy Council Elections results

- ❖ Chair-Tonya Schroka
- ❖ MHS Delegates-#1=Bethany Parent; Alternate=Gillian Gines; #2=Lynn Palcowski; Alternate=Jessica Tison
- ❖ Vice Chair-Celia Anderson
- ❖ Secretary- Gillian Gines
- ❖ Parliamentarian-Tiffany Duperon
- ❖ Treasurer- Brandy Keeney.

## Policy Council Basics-Management Team

- ❖ Members were divided into 5 groups in which they reviewed the Head Start Governance and Management Responsibilities venn diagram
- ❖ Responsibilities for each of the three guiding bodies; Governing Board, Policy Council, Management; were printed onto individual strips of paper and members identified which entity was responsible for the listed duties.

## Program Information

- ❖ Program summary was reviewed and members were invited to ask questions
- ❖ Brandy Keeney, Policy Council Treasurer, provided a budget update and gave an overview of in-kind to the group, (why it matters and what can be counted)
- ❖ Alicia Temple, ERSEA and Health Manager and Corey Berden, EHS Program Manager, presented the updated program intake form to the members.

Policy Council Binder with the By-Laws were given out.

Personnel Issues were introduced, Brandy made a motion to approve the new hires, supported by Bethany, motion carried.

Raffle, #27 Tiffany Duperon

Celia Anderson Policy Council Vice Chair asked for a motion to adjourn, motion made by Brandy to adjourn, supported by Marvin, motion carried.

Meeting Adjourned at 2:07 pm.

***NMCAA Vision*** *NMCAA leads in strengthening our communities by empowering people to overcome barriers, build connections and improve their quality of life.*