



City Of Albuquerque
 Department of Family and Community Services
 Division of Child and Family Development
 Policy Council

Wednesday, June 21, 2023

1. Meeting began at 5:35pm. (Quorum was not established):
2. COA staff – Dr. Dawnita Blackmon-Mosely, Associate Director of Child & Family Development, Daphne Dubriel- Parent, Family & Community Engagement Specialist, Monica Watrin/ERSEA Specialist, Connie Lopez- Mental Health & Disabilities Program Coordinator, Allison Schacht- Program Data Analyst I, Nicole Martinez/Policy Council member/parent at School on Wheels, Emmanuel Magallanes/Policy Council member/parent at MacArthur, Mary Becker/ Community Rep
3. Approval of Meeting Minutes: quorum not established
4. Governing Body Report: No report.
5. Directors Report: Reporting Period June 1-30-2023

- a.) **Enrollment-** Total funded enrollment 128. Total reportable enrollment 48; 37 center based and 11 home based. Vacancies are not reported to the Office of Head Start until the enrollment slot has been vacated over 30 days.
- b.) **Enrollment Monthly Summary-** New Enrollment-families (6), children (0), pregnant moms (0), number of children born (0); total new enrollment (6). Total leaving program (3), - transitioning children (3), pregnant moms giving birth (0), children leaving before turning 3 (2), pregnant moms leaving before having baby (0). Children up-to-date on Immunizations (42), children up-to-date as possible on immunizations (0), children not up to date (2).
Eligibility Category- income eligible (20), TANF/SSI (14), Foster Child (2), Homeless (3). Over Income (4), Over 130% (1), Children w/IFSP's (13).

c.) **Attendance-**

City operated Early Head Start centers classroom attendance rates:

La Mesa	0%
MacArthur	66.18%
Plaza Feliz	63.10%
School on Wheels	65.89%
Singing Arrow	0%
Trumbull	0%
Western Trail	0%

Overall center-based program attendance totals- 65.06%; total number of absences

- e.) **Meal Counts-** Total number of meals for (0-3 years in age), total children served (37), breakfast (308), AM snack (0), Lunch (319), PM snack (238), Dinner (0).
- f.) **Budget-** Financial statements provided to policy council members:
 - Federal Grant-year to date (YTD) expenditures \$
 - Training/Technical Assistance-(T/TA)-year to date expenditures \$.
 - City Match-year to date expenditures \$.

6. Discussion:

Dr. Dawnita Blackmon-Mosely discussed that the program year was coming to an end and that at center level new policy council members would need to be voted in and the first policy council meeting for the new program year will be in September and then a chair, vice-chair and secretary will be nominated and voted in.

Dr. Dawnita Blackmon-Mosely discussed the Policy Council Bylaws would be sent out to members for review and discussion on them will be at the meeting in September. It outlines policy council positions and what they entail as asked from previous meeting if there was description for chair, vice-chair and secretary.

Dr. Dawnita Blackmon-Mosely updated on hiring process. There are 14 people in the process of being hired. They are waiting on HR for final approval. Weekly updating calls are being made to let hires know where they are in the process and ensure they are still wanting the positions. There are 9 interviews set as well. There has been an abundance of applications coming in which has been a change from previous months of minimal applications.

Dr. Dawnita Blackmon-Mosely discussed a collaboration with CNM, SIPI College and NM Workforce Solutions to recruit students who are about to graduate or graduating for teaching staff. Also working with high schools that offer child development course program to inform them of program aid positions and help grow them within our program if they apply and are hired.

Dr. Dawnita Blackmon-Mosely informed members there will be a Federal Focus 1 review this program year. Head Start monitoring protocols are used by the Office of Head Start (OHS) to gather data and other information to assess grant recipient program operation and performance. The Office of Head Start will let **Dr. Dawnita Blackmon-Mosely** know within a 45 day window of when they will be arriving. Our program will do a Self Assessment and will ask for help from parents and staff to take an area of focus and evaluate using the provided Self Assessment tool that will be provided. **Nicole Martinez** asked if the previous Self Assessment can be shared. **Dr. Dawnita Blackmon-Mosely** stated she would send that out to members.

Program Data Analyst I, Allison Schacht discussed Child Outcomes for the program year. Our Creative Curriculum is ongoing and assesses children for growth during scheduled program checkpoints. The areas capture social-emotional, physical, language, cognitive, literacy and mathematics.

Dr. Dawnita Blackmon-Mosely let members know there is a target date to have the 4 closed EHS centers (Macarthur Infant room, Western Trail, Singing Arrow, La Mesa and Trumbull) open August 14, 2023. It will depend on opening since we will need the required amount of staff to open these centers.

Meeting adjourned at 6:03pm

Next Meeting Date: September 20, 2023