

Policy Council Meeting Minutes

March 21, 2018

Members Present: Audreena Tom, Steph Carpenter, Judy Hunt, DJ Sullivan, Charin Godbolt, Hatsi Trevathan, Kyle Carpenter

Tribal Liaison:

Staff: Jacki Haight, Marie Tabanera, Chrissy McBride

The meeting was called to order at 10:07am.

Judi Hunt motions to approve 2/28/18 & 3/13/18 minutes. Charin Godbolt seconds the motion, minutes are approved.

Steph Carpenter motions to approve the 3/21/18 agenda. Charin Godbolt seconds the motion, agenda passes.

Old Business

1. Personnel Updates

The current vacant jobs posted within last 30 days have been filled: Shelaya Landers- Rover; Chloe Sullivan- 3 YO Classroom Assistant; Mistaya Benefield- I/T Teacher Assistant. Revised Education Manager job description has been approved and graded by HR and is posted in PGST community- closes 3/30/18. At this time one applicant. Personnel Committee will participate in hiring.

2. Update on EHS Major Renovation

Marie Tabanera and Chrissy McBride provided an update on the work with the architect and tribal planner in developing plans for bid. Marie shared the latest drawings. The deadline for bid packet completion is April 2, 2018. At this time the architect is working on electrical and mechanical aspects of the work.

Steph Carpenter asked about extending the play area on the side of the facility all the way to the existing ramp. All PC members requested a focus on outdoor play area- assure space for all age groups.

Action: Jacki Haight will meet with Joe Sparr, Tribal Planner, to discuss extension of outdoor play area.

Jacki Haight discussed work in progress locating a temporary modular building to provide space for up to 18 infants/toddlers during construction. Three vendors have been contacted and quotes received- costs are at \$41,000 up to \$48,000 for the 8 month period. Kyle Carpenter stated that ECE needs to ask Tribal Council for these additional funds.

Action: Jacki Haight is working on EHS Expansion Funds Budget Revision and Carry Over into FY 2018 to cover the cost of modular.

3. Review Health & Safety Policies/Procedures

Action: ECE teachers and Heila Blair, HV Community Nurse, will review and PC will review at next meeting.

New Business

4. Policy Council Elections & Committee Sign Up

The PC members nominated for the following positions

Chairperson- Audreena Tom

Vice Chairperson- Kyle Carpenter

Secretary- Step Carpenter

Treasurer- DJ Sullivan

Judi Hunt moves to approve nominations for election. Charin Godbolt seconds nominations. All approve.

PC Members signed up for committees.

5. Review/Revise Policy Council By Laws

PC Members briefly discussed By Laws and process for review/revise/ approval. One item to add was a stipend for tribal elders serving on PC (\$25/hr). DJ Sullivan discussed annual budget.

Action: Steph Carpenter will revise and share via e-mail for approval at next meeting.

6. OHS Certification of Health & Safety Screening

Jacki Haight discussed this certification process that will occur after the fire alarm and sprinkler systems installations are completed and annual inspections occur. This is projected by 5/4/2018.

7. Discuss Annual Self Assessment (SA)

Jacki Haight discussed self assessment process. The first step is to review ECE Vision/Mission.

Action: ECE staff will provide input and ECE PC will review/approve Vision/Mission. Other SA activities will be discussed at next meeting.

8. Discuss Development of Emergency Action Plan

This topic will be updated at next meeting.

9. ERSEA Update

This topic will be updated at next meeting.

Upcoming Meetings & Trainings/Conference:

Parent Committee- 3/29 @ 4pm

NIHSDA Conference- 6/11-14 Nashville, TN

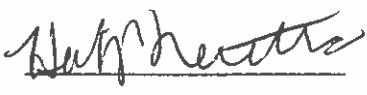
Conscious Discipline Family Gathering- 4/18

Wolfle Summer Experience- 6/25-7/20

Next Meeting will take place April 18,2018 at 10am.

Meeting adjourned at 12:00pm.

Approved on the 18th day of April 2018



Policy Council Member



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