

NEICAC Policy Council

October 15, 2024

Those present: Peyton (EHS), Malissa (Cresco), Jordan (Guttenberg), Juana (New Hampton), Kerry (New Hampton), Zachary (Oelwein), Luanne (Oelwein), Miranda (Waukon), Brittany (Waverly), Ashley (West Union), Sara (West Union), Sharon Burke, Martin Ahrndt, and Denise Tapscott (Staff). There was one visitor present.

New member Orientation training was held prior to the meeting.

The regular meeting was called to order at 6:31 p.m. Introductions were made.

A motion to approve the minutes of the September meeting was made by Brittany and seconded by Sara. The motion carried.

The election of officers was held. Job descriptions were included in the packet of materials each member received.

Chairperson: Kerry was elected.

Vice-Chairperson: Peyton was elected.

Secretary: Peyton was elected.

Director's Report

Staff Changes: We have filled the last remaining regular Co-Teacher positions. Oelwein A Co-Teacher is Olivia Cain and the New Hampton Co-Teacher is Trinity Dziejewczynski. We have interviewed for the final open position, a 30-hour float to serve the Decorah, Monona, Postville, and Waukon classrooms.

Budget: Submitted reports were reviewed. Both the Early Head Start and Head Start budgets are about on target for this time of the year. We will be keeping a close watch on our non-federal match for the remainder of our fiscal year.

Enrollment: Martin reviewed the submitted enrollment reports. Head Start and Early Head Start are fully enrolled. We continue to take applications for our waitlist as changes happen frequently.

Attendance: Martin reviewed the submitted daily attendance report. All classrooms met or exceeded the 85% attendance level for the month of September.

Wrap Around: We currently have 90 children who qualify for extended day services. Program staff are still working to identify and verify children to reach our funded target of 145.

Policy Changes: The CDA and Education Leave policies were updated to match current practices. A motion to approve the policy revisions was made by Luanne and seconded by Sara.

Grant Application & Budget: The application and budget is due November 1, 2024 at the Regional Office in Kansas City. A motion to approve the submission of the five-year grant and budget for fiscal year February 1, 2025 to January 31, 2026 was made by Brittany and seconded by Ashley. The motion carried.

T/TA Plan: Angie Leiran, EHS Education and Professional Development Specialist, reviewed the Training and Technical Assistance Plan which identifies training needs for the Early Childhood Program and how funding

will be utilized to meet those needs. A motion to approve the T/TA plan and its budget was made by Brittany and seconded by Malissa. The motion carried.

The September CACFP report and credit card statements were reviewed. All was found to be in order.

New Business

2024-2025 Funding Sources: Denise reviewed the Early Childhood Programs funding sources for the current program year.

Center Reports

EHS	Pinter’s Pumpkin Patch, EHS/HS Oelwein Family Fun Night
Transition Room	Fall collages, husking corn, pinecone painting and made apple butter. The classroom is fully enrolled.
Cresco	We just started our study on trees. We are going on a nature hunt on Friday to look for items related to trees. Last week, we had the firetrucks/firefighters come to the classroom to talk about fire safety.
Decorah	Doing fall themed activities with matching games and fall colors walk. Enjoying the new building and the Discovery Room.
Guttenberg	No report
Monona	We are finishing up the tree study and starting the clothing study. Doing apple tasting this week and Meg from Farm-to-ECE was here yesterday and talked to us about cabbage and did a taste test. Everyone had fun with her.
New Hampton	We are doing the tree study. Looking around the neighborhood at the trees we have and the leaves colors.
Oelwein A	We are doing the tree study, continuing working on becoming independent.
Oelwein B	Oelwein B is learning about the building study. We are exploring different buildings around the schools and talking about how the structures are built. In centers we are creating buildings out of recycling, and using big connectors to create buildings. We are working on retelling the 3 Little Pigs and 3 Little Javelinas and comparing the two stories.
Oelwein CD	We are doing music. We have electric drums new this week. We will bring in a keyboard piano next and High school Jazz band will be coming to our classroom. We are hoping to hear back from the high school choir room so we can explore how to make music with your voice
Postville A & CD	Postville A and CD have been studying trees. The kids loved walking to Ms Jess’s house for apple picking and a picnic. We also had the Allamakee County Conservation come and talk to us about trees and the animals that use them for homes and food.
Waukon A	We are doing the ball study; the kids are loving it. We have been getting into our solution kits.
Waverly	We are learning about insects and getting to know all each other! I feel we have had a blast the past few weeks since I have taken over and I look forward to coming to work everyday because these kiddos are so much fun and are so excited to learn new things!
West Union	We are studying insects and had a bee keeper come visit. Ms. Leah brought in a praying mantis. Took a field trip to the fire station and playing with fall leaves

The next meeting will be held on November 19th at 6:30 p.m. The meeting was adjourned at 7:45 p.m.

Submitted by Peyton and Denise Tapscott

Approved 11/19/24