

# OCDC Board Minutes For February Meeting

**Date:** 2/22/18      **Minutes Taken By:** Scott Louis

**Members Present:** Karen Hasek, Char Nickolas, Jessica Filler, Scott Louis, Laina Anderson, Troy Wiebe, Rosa Yaeger

**Staff Present:** Sue Glodt, Pat Hoffman, Kim Leiferman, Danelle Youngbluth, Rosemary Gors, Michelle Broers

**Call to Order at:** 12pm      **Quorum established:** 12pm

1. **Approval of Agenda:** Troy moves to approve agenda. Jessica 2nds. Motion carries.
2. **Announcements/Information:** Sue announced Fed review 4/23/18. Board members encouraged to be present. 3/28 and 3/29 Dolly from the regional office will visit. Will want to visit w/ Board members during visit.
3. **Consent Agenda approved** – Char motions to approve Consent Agenda. Laina 2nds. Motion carries.
  - a. **Minutes**
  - b. **EHS Monthly Report**
  - c. **HS Monthly Report**
  - d. **Meals/ Snacks**
  - e. **Financials**
  - f. **Credit Card Statement**
4. **Policy Council Report- Rosa-** Rosa reported they went over ERSEA and School Readiness. The meeting was very quick and productive.
5. **Old Business-**
  - a. **Board By-Laws-** Reviewed By-laws in Board packet. Jessica highlighted some recommended changes and wording. Laina motions to approve changes. Rosa 2nds. Motion carries.
6. **New Business-**
  - a. **Policy Council By-Laws-** PC By-Laws changes were approved by the PC in their last meeting. Rosa reviewed the changes that were recommended with Board. Added wording changes after discussion. Board decides to send recommended changes back to PC for approval.
  - b. **Shared Decision Making Document-** Sue reviewed the document in the Board packet. No recommended changes at this time. Char motions to approve document. Rosa 2nds. Motion carries.
  - c. **School Readiness and Family Engagement Plan-** Pat reviewed the plan that Jodi had covered in the previous Board meeting. Plan was included in Board packet. Reviewed suggested change to wording in plan. Jessica motions to approve changes to plan. Laina 2nds. Motion carries.
  - d. **ERSEA Policy (Eligibility, Recruitment, Selection, Enrollment and Attendance)-** Pat reviewed the suggested policy changes. Mostly wording and grammar to clean up and make more clear. Rosa motions to approve the changes. Char 2nds. Motion carries.
  - e. **Federal Financial Reports (IRS 941 & Federal Cash transaction report)-** Kim reviewed the handouts in the Board packets. Highlighted some of the figures and explained reports. Jessica motions to accept reports. Troy 2nds. Motion carries.

## **7. Training-**

- a. Transition, Disabilities- Danelle-** Danelle reviewed that they met with Stanley County and Pierre School Kindergarten programs. Reviewed the areas that they could help one another with to facilitate transitions. Highlighted how many kids are going on to Kindergarten.
  
- b. Health Services and Safety Practices- Rose and Michelle-** Rose shared how she gathers info for the children's health reports. Shared the exams, immunizations and screenings that are conducted and completed by specific ages. Also shared how expectant mothers are assisted before and after child is born. Michelle reviewed what she does to ensure that the program meets safety standards. Shared the areas she covers. Also, shared how she helps get families ready for kindergarten with screenings and exams. She also helps with educating families about insurance and health coverages. Also conducts all the safety drills and the CPR training.

**Meeting adjourned-** Jessica motions to adjourn. Char 2nds. Motion carries.