

Community Action Head Start/Early Head Start  
**Policy Council Agenda**  
**Tuesday, April 9, 2024**  
**12:00 – 1:00 PM**  
**Early Head Start Center & Via Zoom**

Call to Order	Andrea Huschka
Minutes February 12, 2024	Andrea Huschka
Committee Reports	
Finance Report Monthly Financial Reports – HS & EHS USDA (January, February) CAP Credit Card Statement	Carolyn Morowski
CAP Governing Board	Erv Bren
<b>Unfinished Business</b>	Andrea Huschka
<b>Second Reading of Policies</b> Communication and Data Management Policy Self Assessment Policy Staff Qualifications and Professional Development Procedure Eligibility and Intake Policy Program Planning and Timeline Staff Income Determination and Verification Acknowledgement Form	
<b>New Business</b>	Andrea Huschka
Approval of Head Start Teaching Assistant Approval of Head Start/Early Head Start Teaching Assistant Substitute	
<b>First Reading of Policies</b> Homeless Policy Parent Standards of Conduct Transportation Policy	
<b>Director's Report</b>	Jennifer Braun
Key Indicators Program Summary Attendance Analysis Staff Changes/Resignations HS School Readiness Report, Period 2, 2023-2024 EHS School Readiness Report, Period 2, 2023-2024 Notification of CLASS monitoring review and report	

## **Committee Reports**

Parent Committee Minutes  
Reports from Community Members

## **Announcements**

Complete In-Kind Form

Next Meeting Date:

**Tuesday, May 14, 2024**

12:00pm-1:00pm

Via Zoom

Adjournment

Please RSVP your attendance to Jennifer Braun at [jenniferb@dickinsoncap.org](mailto:jenniferb@dickinsoncap.org) or call 227-3010 or 1-877-546-9420. Thank you.