

# Head Start Policy Council of HRDC, IX

**Date:** 03.18.2025

**Location:** HRDC Conference Rm at 32 S. Tracy Ave, Bozeman, MT 59715

**Committee members present:** Jessica Willmarth, Tyler Horigan, Samantha Adams, Matt Hargis, Liz Shults, Billie Warford

**Committee members excused:** Tammy Christofferson, Krystal Lopez, Stephanie Ruiz

**Staff present:** ECE Director Sandy Stavig, ECE Program Mgr. Kathy Piatz

**Guests present:**

Jessica Willmarth called the meeting to order at 5:38pm

## **Opening Public Comment:**

Jessica Willmarth requested opening public comment. No public comment was made.

## **Agenda:**

### **1. Previous meeting minute approval**

The previous meeting minutes from Feb. 18th, 2025 were reviewed. There were no edits requested. Tyler Horigan moved to approve the meeting minutes. Liz Shults seconded. All members voted in favor to approve the minutes.

### **2. Budget Reports**

Sandy reviewed the February Visa Statements and Budget to Actual reports for February. Sandy provided an explanation of the budget line item revenues and expenditures for our new member Matt Hargis. The February Visa statement was reviewed noting a large purchase from Olive Garden for the purchase of food for our Health Care Institute family event held in February. Samantha Adams moved to approve the budget, Matt Hargis seconded the motion.. All members voted in favor to approve the budget reports.

### **3. Director Updates**

Sandy provided attendance and enrollment updates for February. Sandy also noted attendance was impacted by illness for the month of February and for the benefit of our newest members, she gave an overview of our enrollment reduction request leading into a discussion about the Chronically Under Enrolled correspondence sent out by the Office of Head Start. A reminder was also given for the FAI Monitoring Review scheduled for the week of March 24th. No other discussion was made. Liz Shults moved to approve the Director's report, Samantha Adams seconded. All members voted in favor to approve the Director's report.

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### **4. School Readiness Data for March 2025**

Sandy presented our School Readiness Data to the Council. Data and discussions included, Teaching Strategies Curriculum 1st Checkpoint results, Children with Disabilities and Individual Education Plans, CLASS Scores, Enrollment and Attendance Averages, Family Engagement Events, percentages of needs met through Family Support-Comprehensive Services, and Nutrition services illustrating the number of meals provided to Head Start Children to date. The Council was not required to approve this presentation.

### **5. New Hire Approvals**

Rex Rosandich, new Bozeman Family Case Manager

Isabel Isley, new Bozeman Center Education Aide

Sandy provided education background and related experience for both of our new staff members. Tyler Horigan moved to approve the new hire staff, Matt Hargis seconded. All members voted in favor to approve the new hire staff

### **Executive Session:**

No executive session was held. The meeting was adjourned at 6:00pm.

The next meeting will be held on April 15th from 5:30pm to 6:30pm