



Mid-America Head Start Advisory Committee Meeting
Monday, January 14, 2025
Meeting Minutes

1. Meeting Called to Order / Establish Quorum Molly Merrigan
 - A quorum was established, and the meeting was called to order at 12:02 p.m.
 - In-person attendees: Betty Choi, Susan Duffey, Lynette Fowler, Kathy Fuger, Brady Konomos, Kasey Lawson, Patty Lucas, Da’Jion Lymore, Liz Meng, Molly Merrigan, Toni Sturdivant
 - Virtual attendees: Kaitae Brown, Alex Ellison, Heather Ross, Danielle Sandefur

2. Welcome and Introductions Molly Merrigan
3. Eligibility Training Betty Choi
 - Betty provided training on the federal regulations and program policies and procedures related to the application process, poverty guidelines and selection criteria. This training fulfills Head Start Performance Standard (HSPTS) 1302.12(m)(1) requirement of eligibility training for Policy Council within 180 days after Council is elected. There are four types of Head Start eligibility: Income Eligible, Foster, SNAP/TANF/SSI, Homelessness and Over Income.
 - Alex asked why the Selection Criteria document included in the training indicated DRAFT. Kasey explained that once the document has been approved by the Policy Council and Advisory Committee then DRAFT will be removed. This Selection Criteria goes into effect in 2025, so the approval needs to be done in January.
 - The training provided an overview of the eligibility documentation required such as pay checks/pay stubs, state documents, court documents, third party support documents, etc. Income documentation like paystubs, child support documents, tax documents, court documents. Kathy Fuger asked about the deadline for changing the income source. Betty replied that the information must be correct at the time of application is submission and that is the information used to determine eligibility.

4. Enrollment, Attendance, and Disability Betty Choi
 - Betty went over enrollment, attendance, and disability data for December 2024.
 - Attendance percentage for EHS federal is 91.19%, EHS percentage is 100%, Head Start percentage is 93.25%. Program Options combined is 94.81%. 97% is our threshold and our goal. We are getting very close to that goal.
 - Attendance percentage for EHS federal is 84.60%, EHS percentage is 85.40%, Head Start percentage is 87.38%. Program Options combined is 85.79%
 - Disability data for actual is 6.50% HS, 1.90% EHS, and 8.40% Combined. The disability enrollment goal is 10%.

5. Budget Report MARC Head Start Dashboard Liz Meng
- Liz provided an overview of MARC Head Start Financial Summary Report grant status as of November 30, 2024.
 - The Core Operating Grant for Year 1 ended Oct 31, 2024. At this point we show a balance of \$3,769,736. We are about to finish the grant close out and we will be at 100% spent. Core Operating Year 2 1% spent. EHS 36% spent.
 - Our HS/EHS Core Operating grant FY2023-2024 has a total budget of \$32,172,047. \$29,149,116 has been spent. There is \$3,769,736 remaining.
 - For HS/EHS Core Operating FY2024-2025 the total budget is \$32,918,852. The amount spent is \$408,278. Amount remaining is \$32,510,574.
 - Missouri EHS grant for FY 2024-2025 has a total budget of \$ 1,642,600 with \$595,863. has been spent with a remaining balance of \$1,046,737.
 - Nonfederal in-kind requirements were met for the grant ending October 31, 2024. All Tier 3 direct service providers (DSPs) were able to meet their required in-kind, but Tier 1 and Tier 2 DSPs were also able to provide in-kind services, and they were not required to do so. This assisted us in meeting and exceeding our in-kind requirements.
 - The group discussed why there is such a lag in contractual spending. Liz responded that we have a delay in our final invoices for contractors to give them an opportunity to close out their grant year and submit final invoices and then a processing time for us to pay them. We also did not have some mental health contractors in place in the first half of the year so that is part of the lag.
 - Alex asked why leftover funds could not be reallocated. Kasey responded that some funds were reallocated, for example a playground for Learn a Lot. There is also the issue of timing of when some funds are received such as the additional COLA funds. We have 90 days to close out our reporting period for the last grant period.
6. CACFP Report Liz Meng
- Liz presented the USDA/CACFP Monthly report for November 2024.
 - The grand total of meals served in November was 55,290, the amount reimbursed was \$150,489.15.
 - At this time Lee's Summit School District, EarlyStart and Kansas City Public Schools are showing no meals served in November which is due to issues with their reporting. Lee's Summit has not received an executed contract so their meal count reporting was not received. EarlyStart submitted an incorrect month. KCPS was unable to provide reports due to a vacancy in staff. We are working with these programs to receive accurate meal count information and an update for November will be provided at the next meeting.
7. Credit Card Expenditures Liz Meng
- Liz reviewed the credit card expenses for November 2024.

- Kathy Fuger asked why the credit card reports are divided by each person. Kathy stated that she doesn't care who made what purchase but would prefer to see total amounts and line items that are easier to read. Kasey responded that the format of the credit card report is a performance standard, and we will provide a more detailed explanation at a future meeting. Molly explained that this reporting does create a higher level of accountability, and these checks and balances are necessary. The group also discussed the possibility of receiving an additional overall big picture report for credit card spending in the future.

8. Head Start Directors Report

Kasey Lawson

- Kasey provided an update on the Federal Review. FA2- Focus Area 2 will not be done. We have heard that we will not have one this year, but we will prep and plan for the review in October. We will conduct an annual self-Assessment to evaluate our program internally and externally. During this time, we meet with each program, look at strengths and opportunities for improvement. We will provide a final report on our self-assessment on April 10, 2025 at the Central Library downtown from 9:30-11:30 a.m. We would like you all to attend.
- Kasey provided an update on Child, Health and Safety Incidents. Since the last Advisory Committee meeting MARC Head Start has had four new incidents. Currently, we are waiting for feedback from the regional office on these incidents. Last year a RAND review was conducted due to incidents we had last year. We hope that the training and systems we have put in place will not require another one of these reviews.
 - Alex asked what are The nature of the allegations? One was a child left unattended for less than 10 seconds. We also had parent concerns reported to the state. The state says we are not out of compliance but these parent program reports still have to be reported.
 - Alex asked if the incidents occurred at a DSP that has had prior incidents. Kasey indicated that some of the programs with incidents did have prior incidents. MARC Head Start has instituted On the Case, a system for supervision and monitoring and is working diligently with our programs.
 - Heather shared that she was on the RAND review and the experience gave her more perspective on these incidents. One incident was an issue of seconds that happens with parents all the time. One of the incidents was with the school bus, they have systems in place, processes and procedures and documentation and were on the ball but it still happened. Even though it was only seconds, it did happen and we are required to report it.
 - Kasey stated that In full transparency we do have incidents from KCPS, YMCA, Center SD and OBI. Until we hear back from the regional office we will wait to

move forward but we have done everything we should do to put the systems in place. Kathy Fuger emphasized that these are some of the largest programs in the region so that increases the possibility of incidents.

Information will be shared during the discussion of each Action Item to ensure understanding prior to Policy Council approval of any item

9. Action Items to be approved and submitted to the Governing Body Molly Merrigan
- November 2024 Minutes
 - Alex made a motion to approve, Heather Ross seconded the motion
 - All ayes, no nays → motion passes
 - December Shared Governance Meeting Minutes
 - Heather Ross motioned to approve, Da’Jion Lymore seconded
 - Alex asked why is the Advisory Committee approving the Shared Governance Meeting minutes? Kasey explained that the Advisory Committee is now a part of Shared Governance. Everyone on the Advisory Committee are invited and expected to participate in the Shared Governance meeting. Alex abstained from voting because he was not in attendance.
 - All ayes, no nays → motion passes
 - 2025 Child Selection Criteria
 - Committee members reviewed and discussed the 2025 Child Selection Criteria draft. Kathy Fuger asked if Incarcerated parents are included in the apart of the selection process or focus? Betty responded that yes, it is part of the criteria. Molly emphasized that the selection criteria is fair for everyone and not subjective.
 - Alex Ellison motioned to approve; Heather Ross seconded
 - All ayes, no nays → motion passes
 - Advisory Committee Charter –
 - Molly shared the genesis of her desire to have a structure to Advisory Committee appointments and roles. She shared that in her opinion this is a very succinct documentation and complimented the Head Start staff on putting the document together.
 - Alex reflected that the Advisory Committee was formed in Sept of 2008 and he has been on this committee from the beginning. He stated that it might be time to cycle off and have someone else participate. It was also suggested to provide a description of the Advisory Committee and their responsibilities.
 - Molly emphasized that this document lends legitimacy to the committee because we technically have pseudo governance since the MARC Board has been given the main oversight for the grant.

- Kathy Fuger emphasized the importance of having Early Childhood professionals participate to provide expertise to the oversight process.
- Molly will attend the MARC Board meeting with Kasey Lawson to present the approved document.
- Alex Ellison, motion to approve, Da’Jion Lymore seconded
- All ayes, no nays → motion passes

10. New Business

Molly Merrigan

- Da’Jion Lymore would like to have a group photo to see the history of the committee. Kasey agreed that this would be a great opportunity to include this work on the MARC website.

11. Important Takeaways

Lynette Fowler

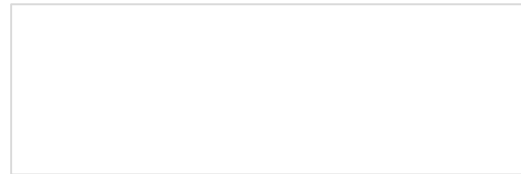
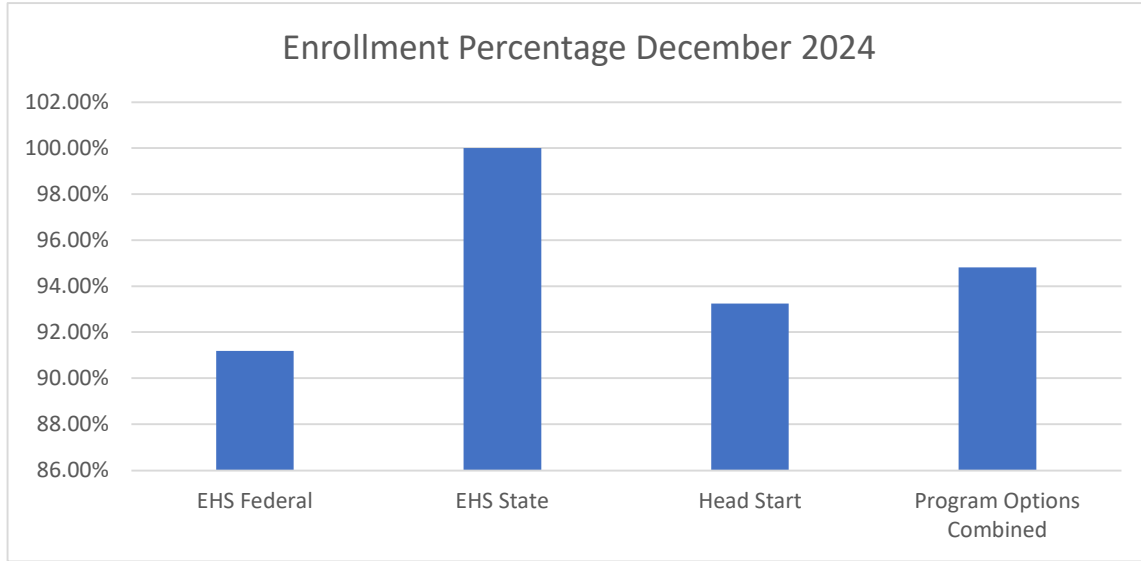
- Lynette provided a summary of the important takeaways from this meeting.
 - The Selection Criteria is important so that there is a fair and not subjective process.
 - It is helpful for the members of this committee to provide feedback on our reporting structure so that we can provide the information that you would like to see.
 - The Committee Charter has been needed for a while so it is helpful that we have made this progress.

12. Adjournment

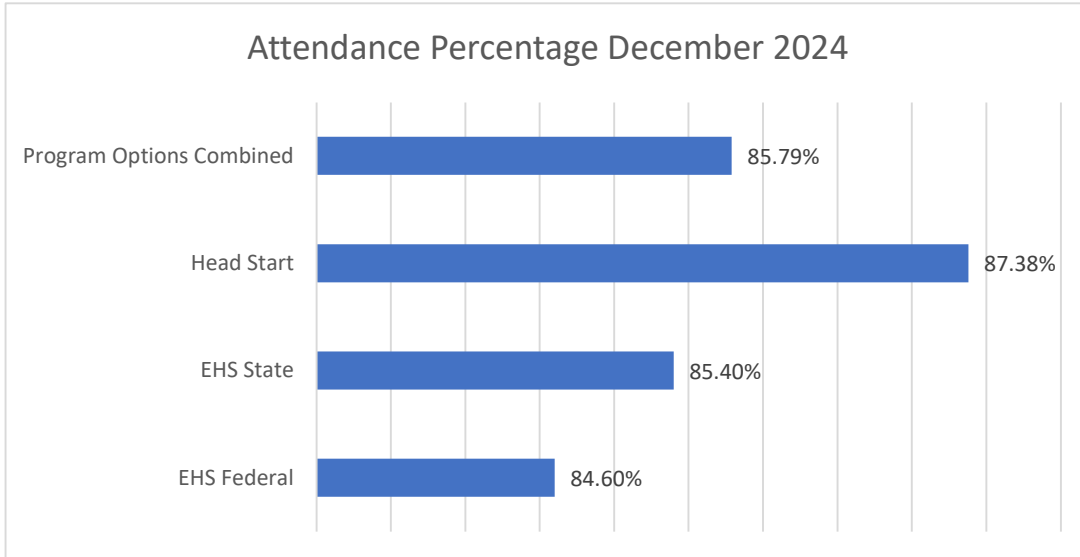
Molly Merrigan

- DaJion Lymore motioned to adjourn, Kathy Fuger seconded,
- All ayes, no nays → motion passes to adjourn at 1:11 p.m.

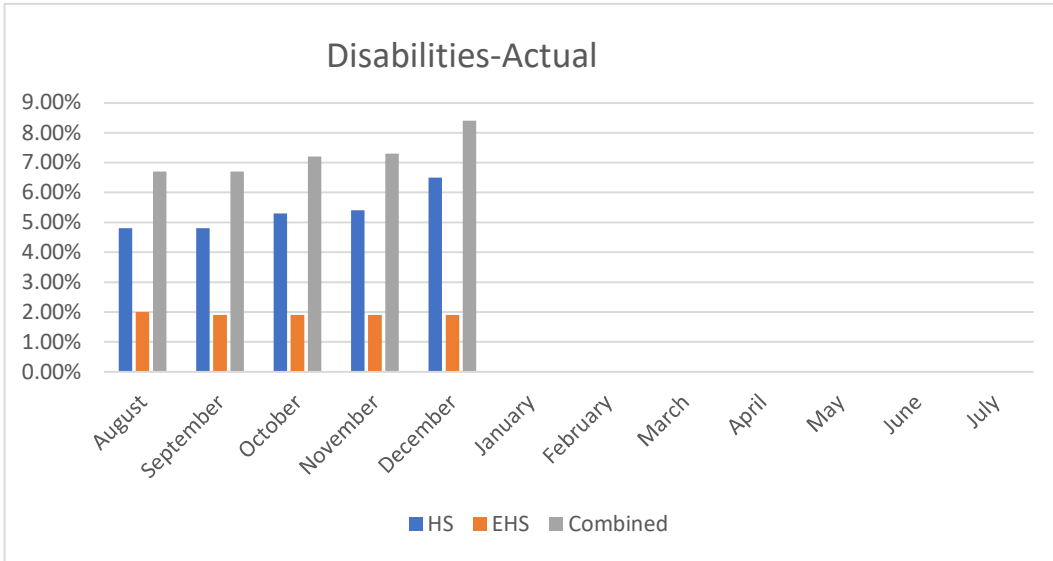
Program Option	Enrollment Percentage December 2024
EHS Federal	91.19%
EHS State	100.00%
Head Start	93.25%
Program Options Combined	94.81%



Program Option	Attendance Percentage December 2024
EHS Federal	84.60%
EHS State	85.40%
Head Start	87.38%
Program Options Combined	85.79%



	August	September	October	November	December	January	February	March
HS	4.80%	4.80%	5.30%	5.40%	6.50%			
EHS	2.00%	1.90%	1.90%	1.90%	1.90%			
Combined	6.70%	6.70%	7.20%	7.30%	8.40%			



MARC Head Start

Mid-America Regional Council

Financial Summary Report

Grant Status as of November 30, 2024

key:

= % Spent

▼ = % of Time Elapsed

= % Remaining

→ OPEN GRANTS (FY 2023-2024) and (FY 2024-2025)

42220 - HS / EHS Core Operating

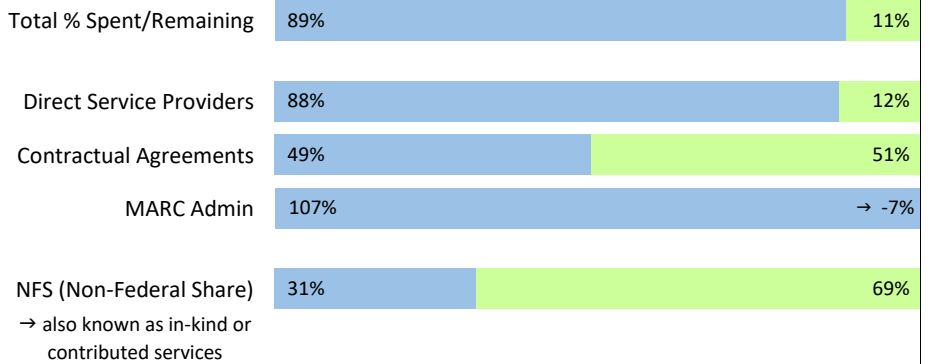
Grant Period: 11/01/2023 - 10/31/2024 (→ Nov 30, 2024 = 12/12, or 100%)

100% ▼

Total Budget: \$ 32,918,852 ← includes COLA

Amount Spent: \$ 29,149,116

Amount Remaining: \$ 3,769,736



Notes: the category of Direct Service Providers comprises 80% of the total grant, leading to the similarity between the percentage spent for DSPs alone as compared to the total grant; the contractual agreements category has lagged all year as several contractors did not provide services during the first half of the grant year; the non-federal share (NFS) bar graph indicates the percent collected and the remaining balance for the same time period -- the NFS for Tier 1 and Tier 2 DSPs was added in December and will be reflected in the overall total on next month's report

42230 - HS / EHS Core Operating

Grant Period: 11/01/2024 - 10/31/2025 (→ Nov 30, 2024 = 1/12, or 8%)

8% ▼

Total Budget: \$ 32,918,852

Amount Spent: \$ 408,278

Amount Remaining: \$ 32,510,574



Notes: this is the renewal of Grant 42220 and began on Nov 1, 2024; data here reflects the typical one-month lag

48550 - Missouri EHS Program

Grant Period: 7/01/2024 - 6/30/2025 (→ Nov 30, 2024 = 5/12, or 42%)

42% ▼

Total Budget: \$ 1,642,600

Amount Spent: \$ 595,863

Amount Remaining: \$ 1,046,737



Notes: the vast majority (99%) of the Missouri EHS grant funds is passed through to two of MARC's providers: the Independence School District and Operation Breakthrough; the remaining 1% is retained by MARC to recoup costs to administer the grant; this is the renewal of Grant 48540 and began on July 1, 2024; data here reflects the typical one-month lag

MARC Head Start

Mid-America Regional Council

Financial Summary Report

Grant Status as of November 30, 2024

key:

= % Spent

▼ = % of Time Elapsed

= % Remaining

→ UNRESTRICTED FUNDS

41700 - Local Community Support

Grant Period: N/A

Total Budget:	\$	32,770
Amount Spent:	\$	31,640
Amount Remaining:	\$	1,130

Total % Spent/Remaining

97%

3% →

Notes: these unrestricted funds result from program income not allowed by Head Start regulations, and provide a buffer should a vendor submit an invoice after a grant has closed and the liquidation period has passed, or the rare possibility that an expense submitted for federal reimbursement would be disallowed

41750 - HRSA MCHB (P4 Challenge)

Grant Period: N/A

Total Budget:	\$	55,000
Amount Spent:	\$	4,270
Amount Remaining:	\$	50,730

Total % Spent/Remaining

8%

92%

Notes: Sandra Reece-Tinsley, MARC's Health and Nutrition Program Manager, obtained this funding; it is primarily earmarked for the Excelsior Springs Health Clinic

MID-AMERICA REGIONAL COUNCIL (MARC)
 42220 Federal Core HS/EHS FY23-24
 Cumulative Activity Through November 30, 2024

Account	Description	Cumulative Budget	Current Month	Cumulative Actual	Obligations Encumbrances	Cumulative Total	Actual % Spent
<u>Revenues</u>							
4111-00000	Federal Grant Revenue	\$32,918,852.00	\$1,867,245.49	\$29,149,116.41	\$0.00	\$29,149,116.41	88.5%
4511-00000	Contributed Services	8,229,714.00	50,753.24	2,582,915.30	0.00	2,582,915.30	31.4%
	Total Revenues	41,148,566.00	1,917,998.73	31,732,031.71	0.00	31,732,031.71	77.1%
<u>Expenses</u>							
5210-07800	Federal Subrecipient, Independence Public Schools	3,585,284.00	0.00	2,567,792.64	1,017,491.36	3,585,284.00	71.6%
5210-08550	Federal Subrecipient, Kansas City Public Schools	6,063,206.00	0.00	4,775,147.00	1,180,417.34	5,955,564.34	78.8%
5210-13205	Federal Subrecipient, Operation Breakthrough	3,441,167.00	436,291.57	3,095,311.90	345,855.10	3,441,167.00	89.9%
5210-20425	Federal Subrecipient, YMCA of Greater Kansas City	5,037,664.00	955,451.10	5,004,610.98	0.02	5,004,611.00	99.3%
5223-00009	Contracted Services - Tier 1, Ability KC	247,593.50	27,302.85	236,402.82	11,190.68	247,593.50	95.5%
5223-01690	Contracted Services - Tier 1, Blue Springs School District	458,372.00	38,197.63	458,372.00	0.00	458,372.00	100.0%
5223-02370	Contracted Services - Tier 1, Grandview School District	584,722.00	688.99	515,328.82	69,393.18	584,722.00	88.1%
5223-04923	Contracted Services - Tier 1, Emmanuel F&C Dev Ctr	581,534.50	62,099.66	581,534.16	0.00	581,534.16	100.0%
5223-05133	Contracted Services - Tier 1, Excelsior Springs School District	342,440.00	28,536.67	342,440.00	0.00	342,440.00	100.0%
5223-05391	Contracted Services - Tier 1, Front Porch Alliance	241,740.00	20,145.00	241,740.00	0.00	241,740.00	100.0%
5223-06160	Contracted Services - Tier 1, Guadalupe Center Inc	729,456.00	69,472.00	729,456.00	0.00	729,456.00	100.0%
5223-09516	Contracted Services - Tier 1, Learn A Lot Academy	999,853.00	102,833.08	999,852.96	0.04	999,853.00	100.0%
5223-09715	Contracted Services - Tier 1, Lee's Summit School District	552,552.00	0.00	506,505.92	46,036.08	552,542.00	91.7%
5224-02565	Contracted Services - Tier 2, Raytown School District	781,611.00	0.00	716,476.72	65,134.28	781,611.00	91.7%
5224-03770	Contracted Services - Tier 2, Center School District	847,530.00	0.00	776,902.00	70,628.00	847,530.00	91.7%
5224-05515	Contracted Services - Tier 2, The Family Conservancy	1,020,600.00	0.00	913,990.00	106,610.00	1,020,600.00	89.6%
5224-18116	Contracted Services - Tier 2, EarlystART (UICS)	863,796.00	0.00	791,812.96	71,983.04	863,796.00	91.7%
5220-00000	Contracted Service	883,850.00	21,331.35	137,449.07	45,902.53	183,351.60	15.6%
5220-02361	Contracted Service, Cultivating Potential (Amy Thompson)	82,368.00	5,544.00	82,424.76	0.00	82,424.76	100.1%
5220-02590	Contracted Service, Cornerstones of Care	34,000.00	0.00	30,945.00	3,055.00	34,000.00	91.0%
5220-02937	Contracted Service, Marcos Castillo	5,280.00	0.00	3,669.60	1,610.40	5,280.00	69.5%
5220-03245	Contracted Service, Child Plus	52,950.00	0.00	61,700.00	0.00	61,700.00	116.5%
5220-05105	Contracted Service, Easter Seals Midwest	10,000.00	1,540.00	6,600.00	3,400.00	10,000.00	66.0%
5220-05515	Contracted Service, The Family Conservancy (MH + PD)	120,000.00	2,400.00	94,970.00	25,030.00	120,000.00	79.1%
5220-06037	Contracted Service, Suzanne Grace	68,640.00	9,873.60	67,408.20	1,231.80	68,640.00	98.2%
5220-07982	Contracted Service, Jewish Vocational Service	30,000.00	0.00	14,322.03	15,677.97	30,000.00	47.7%
5220-08753	Contracted Service, KVC	17,500.00	2,000.00	18,525.00	0.00	18,525.00	105.9%
5220-09503	Contracted Service, Angela Lanigan	5,280.00	224.40	1,478.40	3,801.95	5,280.35	28.0%
5220-10492	Contracted Service, Crystallynn Belt	10,560.00	1,623.60	11,324.28	16.99	11,341.27	107.2%
5220-10689	Contracted Service, Georgia Mueller	23,380.00	1,425.60	23,391.72	0.00	23,391.72	100.1%

MID-AMERICA REGIONAL COUNCIL (MARC)
 42220 Federal Core HS/EHS FY23-24
 Cumulative Activity Through November 30, 2024

Account	Description	Cumulative Budget	Current Month	Cumulative Actual	Obligations Encumbrances	Cumulative Total	Actual % Spent
5220-13247	Contracted Service, Karen Osborn	57,024.00	5,346.00	57,024.00	0.00	57,024.00	100.0%
5220-14545	Contracted Service, Proprio Language Services	55,000.00	0.00	46,837.73	28,162.27	75,000.00	85.2%
5220-14906	Contracted Service, Reflect to Connect Psychology	15,560.00	1,350.00	11,500.00	4,059.50	15,559.50	73.9%
5220-16089	Contracted Service, Social Work PRN	40,000.00	2,455.56	36,964.48	3,035.52	40,000.00	92.4%
5220-16926	Contracted Service, Partners in Play (Jill Smith)	47,000.00	3,537.60	29,518.17	17,481.83	47,000.00	62.8%
5220-18027	Contracted Service, True Journey Consulting	8,000.00	0.00	0.00	8,000.00	8,000.00	0.0%
5220-19303	Contracted Service, Kathy Waage	53,000.00	4,268.14	52,999.90	0.10	53,000.00	100.0%
5220-19542	Contracted Service, Rise & Shine (Pam Wine)	21,119.00	0.00	1,056.00	20,063.00	21,119.00	5.0%
5220-20660	Contracted Service, Kathi Winkler	28,000.00	0.00	19,245.60	8,754.40	28,000.00	68.7%
5110-00000	Equipment	0.00	0.00	18,587.48	0.00	18,587.48	-----
5230-00000	Legal Fees	2,500.00	0.00	185.60	0.00	185.60	7.4%
5240-00000	Service Agreements	26,687.00	0.00	38,573.93	0.00	38,573.93	144.5%
5240-18835	Service Agreements, Verizon Wireless	15,400.00	0.00	13,569.00	0.00	13,569.00	88.1%
5250-00000	Media Advertising	20,000.00	2,570.00	14,225.24	0.00	14,225.24	71.1%
5310-00000	Insurance	27,600.00	0.00	25,639.88	0.00	25,639.88	92.9%
5410-00000	In Region Travel	16,499.00	447.36	15,934.42	0.00	15,934.42	96.6%
5420-00000	Out of Region Travel	120,056.00	7,320.15	94,676.12	0.00	94,676.12	78.9%
5430-00000	Registration Fees	46,588.00	4,660.44	77,687.73	0.00	77,687.73	166.8%
5440-00000	Meeting	31,230.00	2,194.00	28,353.31	0.00	28,353.31	90.8%
5450-00000	Periodical & Subscriptions	1,060.00	0.00	0.00	0.00	0.00	0.0%
5450-20545	Periodical & Subscriptions, WIPFLI	995.00	0.00	995.00	0.00	995.00	100.0%
5460-00000	Professional Memberships	4,474.00	0.00	9,824.00	0.00	9,824.00	219.6%
5625-00000	Child Care Reimbursements	29,799.00	4,916.20	24,456.20	0.00	24,456.20	82.1%
5660-00000	Other Expense	73,995.00	5,266.10	37,010.56	0.00	37,010.56	50.0%
5680-99460	Reproduction Lease Konica	0.00	0.00	1,134.50	0.00	1,134.50	-----
5685-00000	Printing	15,000.00	1,182.50	1,182.50	0.00	1,182.50	7.9%
5700-00000	Supplies and General Expense	64,699.00	15,181.91	192,969.16	0.00	192,969.16	298.3%
5706-00000	Supplies - Equipment - <\$2,500	40,470.00	10,799.46	31,046.34	0.00	31,046.34	76.7%
5760-00000	Training Expense	68,857.00	1,206.04	25,020.74	0.00	25,020.74	36.3%
5760-00009	Training Expense, Ability KC	5,483.00	0.00	0.00	5,483.00	5,483.00	0.0%
5760-01690	Training Expense, Blue Springs School District	10,924.00	452.80	4,781.31	6,142.69	10,924.00	43.8%
5760-02370	Training Expense, Grandview School District	9,246.00	6,130.58	6,130.58	3,115.42	9,246.00	66.3%
5760-02565	Training Expense, Raytown School District	12,446.00	0.00	6,328.85	6,117.15	12,446.00	50.9%
5760-03770	Training Expense, Center School District	14,296.00	0.00	12,120.98	2,175.02	14,296.00	84.8%
5760-04923	Training Expense, Emmanuel F&C Dev Ctr	9,441.00	0.00	0.00	9,441.00	9,441.00	0.0%
5760-05133	Training Expense, Excelsior Springs School District	6,718.00	0.00	4,200.00	2,518.00	6,718.00	62.5%
5760-05391	Training Expense, Front Porch Alliance	2,933.00	0.00	0.00	2,933.00	2,933.00	0.0%
5760-05515	Training Expense, The Family Conservancy	10,949.00	0.00	0.00	10,949.00	10,949.00	0.0%
5760-06160	Training Expense, Guadalupe Center Inc	13,435.00	979.55	979.55	12,455.45	13,435.00	7.3%
5760-09516	Training Expense, Learn A Lot Academy	16,804.00	0.00	0.00	16,804.00	16,804.00	0.0%

MID-AMERICA REGIONAL COUNCIL (MARC)
 42220 Federal Core HS/EHS FY23-24
 Cumulative Activity Through November 30, 2024

Account	Description	Cumulative Budget	Current Month	Cumulative Actual	Obligations Encumbrances	Cumulative Total	Actual % Spent
5760-09715	Training Expense, Lee's Summit School District	9,105.00	0.00	0.00	9,105.00	9,105.00	0.0%
5760-18116	Training Expense, EarlystART (UICS)	14,951.00	0.00	5,337.66	9,613.34	14,951.00	35.7%
6000-00000	Salaries - Regular - Direct	2,031,624.00	0.00	2,118,493.28	0.00	2,118,493.28	104.3%
6030-00000	Salaries - Intern - Direct	0.00	0.00	2,844.00	0.00	2,844.00	----
6100-00000	Fr Benefits - Regular - Direct	1,068,263.00	0.00	1,114,361.55	0.00	1,114,361.55	104.3%
6110-00000	Fr Benefits - Intern - Direct	0.00	0.00	217.55	0.00	217.55	----
6800-00000	Indirect Costs - Regular	911,367.00	0.00	1,076,813.68	0.00	1,076,813.68	118.2%
6810-00000	Indirect Costs - Intern	0.00	0.00	1,034.80	0.00	1,034.80	----
6830-00000	Indirect Costs - Subsidy Trans	0.00	0.00	(15,220.56)	0.00	(15,220.56)	----
6910-00000	Rent - MARC Main Office Space	117,326.00	0.00	96,590.65	0.00	96,590.65	82.3%
	Total Expenses	32,918,852.00	1,867,245.49	29,149,116.41	3,270,874.45	32,419,990.86	88.5%
						Balance / % Remaining	3,769,735.59 11.5%
7000-00000	Contributed Services, MARC + Tier 1 and Tier 2 DSPs	3,847,866.00	0.00	4,207.13	0.00	4,207.13	0.1%
7000-07800	Contributed Services, Independence Public Schools	860,897.00	0.00	956,095.31	0.00	956,095.31	111.1%
7000-08550	Contributed Services, Kansas City Public Schools	1,470,039.00	0.00	546,297.93	0.00	546,297.93	37.2%
7000-13205	Contributed Services, Operation Breakthrough	830,054.00	12,752.67	781,749.45	0.00	781,749.45	94.2%
7000-20425	Contributed Services, YMCA Of Greater Kansas City	1,220,858.00	38,000.57	294,565.48	0.00	294,565.48	24.1%
	Total Contributed Services	8,229,714.00	50,753.24	2,582,915.30	0.00	2,582,915.30	31.4%
	GRAND TOTAL	41,148,566.00	1,917,998.73	31,732,031.71	3,270,874.45	35,002,906.16	77.1%
	DSPs	26,515,852.00		23,293,555.81			87.8%
	Contractual Agrmnts	1,668,511.00		809,353.94			48.5%
	MARC Admin	4,734,489.00		5,046,206.66			106.6%
		32,918,852.00		29,149,116.41			88.5%

MID-AMERICA REGIONAL COUNCIL (MARC)
 42230 Federal Core HS/EHS FY24-25
 Cumulative Activity Through November 30, 2024

Account	Description	Cumulative Budget	Current Month	Cumulative Actual	Obligations Encumbrances	Cumulative Total	Actual % Spent
<u>Revenues</u>							
4111-00000	Federal Grant Revenue	\$32,918,852.00	\$388,594.47	\$408,278.49	\$0.00	\$408,278.49	1.2%
	Total Revenues	<u>32,918,852.00</u>	<u>388,594.47</u>	<u>408,278.49</u>	<u>0.00</u>	<u>408,278.49</u>	<u>1.2%</u>
<u>Expenses</u>							
5210-08550	Federal Subrecipient, Kansas City Public Schools	0.00	378.38	378.38	0.00	378.38	-----
5220-00000	Contracted Service	0.00	6,803.00	6,803.00	0.00	6,803.00	-----
5220-03245	Contracted Service, Child Plus	0.00	64,168.00	64,168.00	0.00	64,168.00	-----
5240-00000	Service Agreements	0.00	2,210.71	2,210.71	0.00	2,210.71	-----
5310-00000	Insurance	0.00	2,587.97	2,587.97	0.00	2,587.97	-----
5700-00000	Supplies and General Expense	0.00	588.00	588.00	0.00	588.00	-----
6000-00000	Salaries - Regular - Direct	0.00	148,207.37	157,714.09	0.00	157,714.09	-----
6030-00000	Salaries - Intern - Direct	0.00	864.00	864.00	0.00	864.00	-----
6100-00000	Fr Benefits - Regular - Direct	0.00	78,253.51	83,273.05	0.00	83,273.05	-----
6110-00000	Fr Benefits - Intern - Direct	0.00	66.10	66.10	0.00	66.10	-----
6800-00000	Indirect Costs - Regular	0.00	76,543.77	81,453.64	0.00	81,453.64	-----
6810-00000	Indirect Costs - Intern	0.00	314.38	314.38	0.00	314.38	-----
6830-00000	Indirect Costs - Subsidy Trans	0.00	(909.58)	(967.68)	0.00	(967.68)	-----
6910-00000	Rent - MARC Main Office Space	0.00	8,518.86	8,824.85	0.00	8,824.85	-----
	Total Expenses	<u>32,918,852.00</u>	<u>388,594.47</u>	<u>408,278.49</u>	<u>0.00</u>	<u>408,278.49</u>	<u>1.2%</u>
Balance / % Remaining						<u>32,510,573.51</u>	<u>98.8%</u>
GRAND TOTAL		<u>32,918,852.00</u>	<u>388,594.47</u>	<u>408,278.49</u>	<u>0.00</u>	<u>408,278.49</u>	<u>1.2%</u>

MID-AMERICA REGIONAL COUNCIL (MARC)
 48550 MO EHS FY24-25
 Cumulative Activity Through November 30, 2024

Account	Description	Cumulative Budget	Current Month	Cumulative Actual	Obligations Encumbrances	Cumulative Total	Actual % Spent
<u>Revenues</u>							
4211-00000	State Grant Revenue	\$1,642,600.00	\$190,255.66	\$595,862.93	\$0.00	\$595,862.93	36.3%
	Total Revenues	1,642,600.00	190,255.66	595,862.93	0.00	595,862.93	36.3%
<u>Expenses</u>							
5220-07800	Contracted Service, Independence Public Schools	717,025.00	85,551.45	260,350.01	456,674.99	717,025.00	36.3%
5220-13205	Contracted Service, Operation Breakthrough	909,150.00	103,642.42	330,580.04	578,569.96	909,150.00	36.4%
6000-00000	Salaries - Regular - Direct	8,150.00	505.23	2,363.83	0.00	2,363.83	29.0%
6100-00000	Fr Benefits - Regular - Direct	4,189.00	266.76	1,248.10	0.00	1,248.10	29.8%
6800-00000	Indirect Costs - Regular	3,739.00	260.93	1,219.52	0.00	1,219.52	32.6%
6830-00000	Indirect Costs - Subsidy Trans	(111.00)	0.00	0.00	0.00	0.00	0.0%
6910-00000	Rent - MARC Main Office Space	458.00	28.87	101.43	0.00	101.43	22.1%
	Total Expenses	1,642,600.00	190,255.66	595,862.93	1,035,244.95	1,631,107.88	36.3%
					Balance / % Remaining	1,046,737.07	63.7%
	GRAND TOTAL	1,642,600.00	190,255.66	595,862.93	1,035,244.95	1,631,107.88	36.3%

MID-AMERICA REGIONAL COUNCIL (MARC)
 41700 HS Local Community Support
 Cumulative Activity Through November 30, 2024

Account	Description	Cumulative Budget	Current Month	Cumulative Actual	Obligations Encumbrances	Cumulative Total	Actual % Spent
<u>Revenues</u>							
4390-00000	Program Income	\$32,769.64	\$0.00	\$31,639.70	\$0.00	\$31,639.70	\$1,129.94
	Total Revenues	32,769.64	0.00	31,639.70	0.00	31,639.70	1,129.94
<u>Expenses</u>							
5220-00000	Contracted Service	1,460.50	0.00	3,360.50	0.00	3,360.50	(1,900.00)
5220-04795	Contracted Service, Carol Dietzschold	2,500.80	0.00	2,500.80	0.00	2,500.80	0.00
5220-14545	Contracted Service, Proprio Language Services	802.70	0.00	802.70	0.00	802.70	0.00
5420-00000	Out of Region Travel	403.85	0.00	447.34	0.00	447.34	(43.49)
5431-00000	Registration Fees	535.00	0.00	535.00	0.00	535.00	0.00
5440-00000	Meeting	1,829.55	0.00	1,941.57	0.00	1,941.57	(112.02)
5625-00000	Child Care Reimbursements	664.19	0.00	664.19	0.00	664.19	0.00
5660-00000	Other Expense	13,561.30	0.00	16,069.84	0.00	16,069.84	(2,508.54)
5685-00000	Printing	1,563.21	0.00	1,563.21	0.00	1,563.21	0.00
5700-00000	Supplies and General Expense	6,826.54	0.00	804.80	0.00	804.80	6,021.74
5760-00000	Training Expense	2,622.00	0.00	2,949.75	0.00	2,949.75	(327.75)
	Total Expenses	32,769.64	0.00	31,639.70	0.00	31,639.70	96.6%
Balance / % Remaining						1,129.94	3.4%
GRAND TOTAL		32,769.64	0.00	31,639.70	0.00	31,639.70	96.6%

MID-AMERICA REGIONAL COUNCIL (MARC)
 41750 HRSA MCHB - P4 Challenge
 Cumulative Activity Through November 30, 2024

Account	Description	Cumulative Budget	Current Month	Cumulative Actual	Obligations Encumbrances	Cumulative Total	Actual % Spent
<u>Revenues</u>							
4390-00000	Program Income	\$55,000.00	\$0.00	\$4,270.44	\$0.00	\$4,270.44	\$50,729.56
	Total Revenues	55,000.00	0.00	4,270.44	0.00	4,270.44	50,729.56
<u>Expenses</u>							
5660-00000	Other Expense	55,000.00	0.00	4,270.44	0.00	4,270.44	50,729.56
	Total Expenses	55,000.00	0.00	4,270.44	0.00	4,270.44	7.8%
Balance / % Remaining						50,729.56	92.2%
GRAND TOTAL		55,000.00	0.00	4,270.44	0.00	4,270.44	7.8%

MAHS
 USDA/CACFP Monthly Report
 November 2024-January 2025

	Nov-24		Dec-24		Jan-25	
	<i># of Meals Served</i>	<i>Amount Reimbursed</i>	<i># of Meals Served</i>	<i>Amount Reimbursed</i>	<i># of Meals Served</i>	<i>Amount Reimbursed</i>
Tier 1						
Ability KC	345	\$ 964.01				
Blue Springs School District	1533	\$ 4,420.15				
Emmanuel Child & Family Development	2900	\$ 8,033.40				
Excelsior Springs School District	1560	\$ 4,498.00				
Grandview School District	3848	\$ 9,068.80				
Guadalupe Center Inc.	3522	\$ 10,002.50				
Learn A Lot Academy	3418	\$ 8,903.70				
Lee's Summit School District	0	0				
Tier 1 Subtotal	17126	\$ 45,890.56	0	\$ -	0	\$ -
Tier 2						
Center	3507	\$ 7,750.47				
Raytown School District	1406	\$ 4,970.06				
EarlyStart	0	\$ -				
Tier 2 Subtotal	4913	12,720.53	0	\$ -	0	\$ -
Tier 3						
Independence School District	12164	\$ 33,543.94				
Kansas City Public Schools	0	\$ -				
Operation Breakthrough	10642	\$ 29,484.47				
YMCA Greater Kansas City	10445	\$ 28,849.65				
Tier 3 Subtotal	33251	\$ 91,878.06	0	\$ -	0	\$ -
Grand Total	55290	\$ 150,489.15	0	\$ -	0	\$ -

Note:
 Lee's Summit School District have not received executed contract no meal count at this time
 EarlyStart submitted incorrect month
 Kanas City Public Schools is unable to provide meal counts due to vacancy in the
 Nutrition Dept. Staff is working with department supervisor to get their meal counts.
 Will provide meal counts for November at the next meeting.

Credit Card Summary
Credit Card Expenses November 2024
Totals

Susan Duffey

Ocotber 2024 \$ 2,480.37

\$ 2,480.37

Brady Konomos

November 2024 \$ 16,582.26

\$ 16,582.26

Kasey Lawson

November 2024

\$ -

Liz Meng

November 2024 \$ 507.13

\$ 507.13

Daniela Rivera

November 2024 \$ 191.28

\$ 191.28

Toni Sturdivant

November 2024 \$ -

\$ -

Lupe Valdovino

November 2024 \$ -

\$ -

Total \$ 19,761.04

November 2024 STATEMENT FOR THE MONTH Ending October 31, 2024

Expense Account	Federal Cost Category	Date of Transaction	MARC Employee	Account Code	Vendor	Date of Statement	Amount	Description
5420	Out of Region Travel							
		10/15/2024	Susan Duffey	61-2-55-42220-4222006-5420-00000	Southwest Air	11/1/2024	\$ 271.78	Lynette Fowler to attend
		10/15/2024	Susan Duffey	61-2-55-42220-4222206-5420-00000	Southwest Air	11/1/2024	\$ 81.18	Lynette Fowler to attend
		10/15/2024	Susan Duffey	61-2-55-42220-4222006-5420-00000	Southwest Air	11/1/2024	\$ 312.20	Romanda Franklin to attend
		10/15/2024	Susan Duffey	61-2-55-42220-4222206-5420-00000	Southwest Air	11/1/2024	\$ 93.26	Romanda Franklin to attend
						Total	\$ 758.42	
5440	Meeting							
		10/10/2024	Susan Duffey	61-2-55-42220-4222006-5440-00000	Summit Pizza	11/1/2024	\$ 43.57	Lee's Summit SD Parent Café- Pizza for children in childcare
		10/10/2024	Susan Duffey	61-2-55-42220-4222206-5440-00000	Summit Pizza	11/1/2024	\$ 13.07	Lee's Summit SD Parent Café- Pizza for children in childcare
		10/10/2024	Susan Duffey	61-2-55-42220-4222006-5440-00000	Jack Stack	11/1/2024	\$ 385.70	Lee's Summit SD Parent Café
		10/10/2024	Susan Duffey	61-2-55-42220-4222206-5440-00000	Jack Stack	11/1/2024	\$ 115.21	Lee's Summit SD Parent Café
		10/14/2024	Susan Duffey	61-2-55-42220-4222008-5440-00000	Minsky's	11/1/2024	\$ 385.36	MARC HS Parent Open House-catering
		10/14/2024	Susan Duffey	61-2-55-42220-4222208-5440-00000	Minsky's	11/1/2024	\$ 115.11	MARC HS Parent Open House-catering
		10/21/2024	Susan Duffey	61-2-55-42220-4222008-5440-00000	EZ Cater- On the Border	11/1/2024	\$ 330.92	HS Governance New Member Training
		10/21/2024	Susan Duffey	61-2-55-42220-4222208-5440-00000	EZ Cater- On the Border	11/1/2024	\$ 98.84	HS Governance New Member Training
		10/24/2024	Susan Duffey	61-2-55-42220-4222006-5440-00000	Minsky's	11/1/2024	\$ 180.31	10/24 TFC Parent Café Catering
		10/24/2024	Susan Duffey	61-2-55-42220-4222206-5440-00000	Minsky's	11/1/2024	\$ 53.86	10/24 TFC Parent Café Catering
						Total	\$1,721.95	
					TOTAL		\$2,480.37	

December 2024 STATEMENT FOR THE MONTH Ending November 30th

Expense Account	Federal Cost Category	Date of Transaction	MARC Employee	Account Code	Vendor	Date of Statement	Amount	Description
5240	Service Agreements	11/15/2024	Brady Konomos	61-2-55-42230-4223001-5240-18835	Verizon Wireless	12/1/2024	\$930.38	Head Start MiFi Monthly Charge
		11/15/2024	Brady Konomos	61-2-55-42230-4223201-5240-18835	Verizon Wireless	12/1/2024	\$310.13	Head Start MiFi Monthly Charge
						Total	\$ 1,240.51	
5420	Out of Region Travel	11/2/2024	Brady Konomos	61-2-55-42230-4223011-5420-00000	Westgate Hotel	12/1/2024	\$6,222.74	Elevate Conference Hotel - 15 staff
		11/2/2024	Brady Konomos	61-2-55-42230-4223211-5420-00000	Westgate Hotel	12/1/2024	\$1,858.74	Elevate Conference Hotel - 15 staff
		11/9/2024	Brady Konomos	61-2-55-42230-4223004-5420-00000	Mariot	12/1/2024	\$960.55	Bolz NAEYC Conference Hotel Receipt
		11/9/2024	Brady Konomos	61-2-55-42230-4223204-5420-00000	Mariot	12/1/2024	\$320.18	Bolz NAEYC Conference Hotel Receipt
		11/9/2024	Brady Konomos	61-2-55-42230-4223004-5420-00000	Mariot	12/1/2024	\$947.43	Butler NAEYC Conference Hotel Receipt
		11/9/2024	Brady Konomos	61-2-55-42230-4223204-5420-00000	Mariot	12/1/2024	\$315.81	Butler NAEYC Conference Hotel Receipt
							Total	\$10,625.45
5430	Registration Fees	11/1/2024	Brady Konomos	61-2-55-42230-4223003-5430-00000	Tufts Medical	12/1/2024	\$15.00	Fight for Black Lives Film Registration
		11/1/2024	Brady Konomos	61-2-55-42230-4223203-5430-00000	Tufts Medical	12/1/2024	\$5.00	Fight for Black Lives Film Registration
		11/18/2024	Brady Konomos	61-2-55-42230-4223004-5430-00000	Teachstone	12/1/2024	\$2,715.00	CLASS Pre-K Observer Registration
					Total	\$2,735.00		
5440	Meeting	11/21/2024	Brady Konomos	61-2-55-42230-4223003-5440-00000	JackStack	12/1/2024	\$722.70	Health Services Advisory Committee Lunch
		11/21/2024	Brady Konomos	61-2-55-42230-4223203-5440-00000	JackStack	12/1/2024	\$240.90	Health Services Advisory Committee Lunch
		11/20/2024	Brady Konomos	61-2-55-42230-4223004-5440-00000	HyVee	12/1/2024	\$278.25	ECC Coaches Meeting November
		11/20/2024	Brady Konomos	61-2-55-42230-4223204-5440-00000	HyVee	12/1/2024	\$92.75	ECC Coaches Meeting November
		11/14/2024	Brady Konomos	61-2-55-42230-4223001-5440-00000	Costco	12/1/2024	\$79.79	Head Start Directors Meeting Breakfast
		11/14/2024	Brady Konomos	61-2-55-42230-4223201-5440-00000	Costco	12/1/2024	\$26.59	Head Start Directors Meeting Breakfast
							Total	\$1,440.98
5700	Supplies & General Expense	11/4/2024	Brady Konomos	61-2-55-42220-4223003-5700-00000	Henry Schein	12/1/2024	\$416.05	Health Screening Supplies
		11/4/2024	Brady Konomos	61-2-55-42220-4223203-5700-00000	Henry Schein	12/1/2024	\$124.27	Health Screening Supplies
					Total	\$540.32		
TOTAL							\$16,582.26	

FEDERAL HEAD START CREDIT CARD TRANSACTIONS

December 2024 STATEMENT FOR THE MONTH Ending November 2024

Expense Account	Federal Cost Category	Date of Transaction	MARC Employee	Account Code	Vendor	Date of Statement	Amount	Description
5420	Out of Region Travel	10/31/2024	L Meng	61-2-55-42220-4222001-5420-00000	Menger Hotel	12/1/2024	\$ 390.49	HS Governance & Management Training
			L Meng	61-2-55-42220-4222201-5420-00000	Menger Hotel	12/1/2024	\$ 116.64	HS Governance & Management Training
	Total						\$ 507.13	
					Total		507.13	

December 2024 STATEMENT FOR THE MONTH November 30th

Expense Account	Federal Cost Category	Date of Transaction	MARC Employee	Account Code	Vendor	Date of Statement	Amount	Description
5700	Supplies & General Expense							
		11/1/2024	Daniela Rivera	61-2-55-42220-4222010-5700-00000	Amazon	12/1/2024	\$73.11	Supplies B Choi
		11/1/2024	Daniela Rivera	61-2-55-42220-4222210-5700-00000	Amazon	12/1/2024	\$21.84	Supplies B Choi
		11/1/2024	Daniela Rivera	61-2-55-42220-4222005-5700-00000	Amazon	12/1/2024	\$74.17	Supplies P Kabrick
		11/1/2024	Daniela Rivera	61-2-55-42220-4222205-5700-00000	Amazon	12/1/2024	\$22.16	Supplies P Kabrick
	Total						<u>\$191.28</u>	
				TOTAL			<u>\$191.28</u>	

Program Planning Cycle

Planning: Develop, Revise Review Goals

Conduct or Update
Community Assessment

Every 5 Years: Decide on Broad Goals
and Initial Short-Term Objectives

Annually: Review Goals and Revise if
Necessary. Generate Objectives and
Expected Outcomes

Self-Assessment

Evaluate Progress through
Self-Assessment

Planning: Implementation

Develop an Action Plan and
Budget that Reflect Goals

Continually Respond with
Course Corrections

Implement an Action Plan

Ongoing Monitoring

Evaluate Progress through
Ongoing Monitoring





MARC Head Start Advisory Committee Meeting
Tuesday, November 19, 2024
Mid-America Regional Council, Heartland Room
Meeting Minutes

1. Meeting Called to Order / Establish Quorum Molly Merrigan
 - a. Quorum established at 12:02pm
 - b. Attendees In Person: Kaitee Brown, Betty Choi, Susan Duffey, Kate Eickhoff, Pam Kabrick, Brady Konomos, Kasey Lawson, Patty Lucas, Da’Jion Lymore, Liz Meng, Molly Merrigan, Daniela Rivera, Heather Ross
 - c. Attendees Online: Alex Ellison, Kathy Fuger

2. Welcome and Introductions Kasey Lawson
3. Information/ Training Kasey Lawson
 - Confidentiality Statement and Conflict of Interest Kasey Lawson
 - Fiscal Training & Budget Report Liz Meng
 - CACFP Report Liz Meng
 - Credit Card Expenditures Liz Meng
 - Enrollment, Attendance, and Disability Betty Choi
 - Alex asked how they track and label disabilities. Kasey spoke about how they are labeled as disabilities in the Head Start performance standards. Patty Lucas touched on that schools are often overwhelmed by how many students have plans with disabilities.
 - Head Start Directors Report Kasey Lawson
 - Program Information, Information Memorandum
 - Dates of when monitoring and review will begin from the Office of Head Start. MARC Head Start has yet to receive a letter notifying a FA2 review.
 - New standards started implementation on 10/31/24.
 - Roles and Responsibilities Kasey Lawson

Information will be shared during the discussion of each action item to ensure understanding prior to Policy Council approval of any item

- Action Items to be approved and submitted to the Governing Body: Molly Merrigan
 - a) Approval of Monthly Items:
 - i) September 2024 Minutes- The group reviewed the September 2024 minutes.
 - Alex motioned; Kathy seconded.
 - All ayes, no nays → motion passes

- New Business Molly Merrigan



- a) Lead Testing Policy
- Adjournment
 - a) Kathy motioned, Katiee seconded.
 - b) Adjournment 12:49pm

Pam Kabrick
Molly Merrigan



MARC Head Start Shared Governance Meeting
Mid-America Regional Council, Board Room
Monday, December 9th, 2024
Minutes

1. Meeting Called to Order / Establish Quorum Da’Jion Lymore
Meeting called to order/Quorum established at 6:00 pm
 - Attendance
 - In-person: Jerome Banks, Carol Bolz, Betty Choi, Shalese Clay, Shalese Coleman, Stephanie Conyers, Rose Crosby, Lynette Fowler, Tamara Graves, Heather Gilliam, Roseangel Gomez, Diashae Hargrove, Chilah Harris Wheeler, Lacy Lapee, Phyllis Larimore, Kasey Lawson, Essence Lewis, Da’Jion Lymore, Angelika Mattingly, Liz Meng, Christina Middleton, Fahima Osman, Keiber Pacheco, Bonita Powell, Heather Ross, Danielle Sandefur, Kristel Smith, Julie Youngers
 - Virtual: Dr. Shelley Cooper, Cheryl Jackson
2. Welcome and Introductions Lynette Fowler
3. Information / Training
 - Child Outcomes/CLASS PY1 Carol Bolz
 - Child progress is tracked in a Desired Results Developmental Profile (DRDP.) The DRDP is organized into several domains which include specific measures of developmental progress.
 - Educators observe children as they engage in usual interactions and classroom activities. They collect notes, take photos, and gather samples of children’s work.
 - Ratings take place three times yearly– fall, winter, and spring.
 - Carol shared MARC HS child outcome data for all DRDP domains, demonstrating development in children served from Fall 2023 to Spring 2024.
 - The CLASS observation tool measures teacher-child interactions based on three domains: Emotional Support, Classroom Organization, and Instructional Support.
 - During PY1, 56 HS classrooms were observed for two hours each and rated by observers on a scale of 1-7.
 - Carol shared MARC HS CLASS data as compared to National Data.
 - Child Abuse and Neglect Training Ile Haggins
 - Ile presents annual training material in terms of child abuse and neglect.
 - Ile shares information on the three types of abuse: neglect, physical, and sexual.

- Risk factors, consequences, and reporting practices are discussed in detail.

○ Fiscal Training & Budget Report

Liz Meng

- MARC reports a month behind. Tonight the report is through October.
- 42220 Core Operating grant.
 - Total budget: \$32,918,852
\$27,281,871 spent with \$5,636,981 remaining.
- 48540 Missouri EHS Program grant
 - Total budget: \$1,642,600 with 100% spent!
 - This grant is now closed.
- 48550 Missouri EHS Program Grant
 - Total budget: \$1,642,600
\$405,607 spent with \$1,236,993 remaining.
- 41700 Local Community Support
 - There is no grant period. This is an accumulation of funds that we can use un-restricted.
 - Total budget: \$32,770
\$31,640 spent with \$1,130 remaining.
- 41750 HRSA MCHB (P4 Challenge)
 - This funding was obtained by MARC's Health and Nutrition Program Manager, Sandra Reece-Tinsley. It is primarily earmarked for the Excelsior Springs Health Clinic.
 - Total budget: \$55,000
\$4,270 spent with \$50,730 remaining.
- MARC HS & EHS Core Grand Funding (Actual In-Kind Reported as of 12/09/24)
 - We received more than we expected; \$316,516.87 over the threshold.

○ CACFP Report

Liz Meng

- We are still experiencing reporting issues with some Direct Service Providers which is the cause of missing information in this report.
 - Tier 1 DSP meals served, Aug 2024: 7267
 - Tier 2 DSP meals served, Aug 2024: 514
 - Tier 3 DSP meals served, Aug 2024: 16,711
 - Tier 1 DSP meals served, Sept 2024: 12,390
 - Tier 2 DSP meals served, Sept 2024: 5,899
 - Tier 3 DSP meals served, Sept 2024: 40,428
 - Tier 1 DSP meals served, Oct 2024: 22,699
 - Tier 2 DSP meals served, Oct 2024: 10,154
 - Tier 3 DSP meals served, Oct 2024: 63,641

○ Credit Card Expenditures

Liz Meng

- October credit card expense totals are read.
- Breakdown of credit card expenditures totalling \$30,503.33:
 - Brody Konomos- \$23,553.62
 - Liz Meng- August: \$72.12
 - Daniela Rivera- \$6,877.59

○ Enrollment, Attendance, and Disability

Betty Choi

- November 2024 Enrollment Percentages
 - EHS Fed is at 91.41%, EHS State is at 100%, HS is at 92.41%
 - All program options combined are at 94.61% enrollment
- November 2024 Attendance Percentages
 - EHS Fed is at 85.54%, EHS State is at 85.97%, HS is at 88.31%
 - All program options combined are at 86.61%
- November 2024 Disabilities stats
 - HS is at 5.40% and EHS is at 1.90% for a combined 7.30%.

○ Head Start Directors Report

Kasey Lawson

- Three child health and safety incidents have been reported to our regional office within the last month. These will be submitted to the Office of Head Start. Two are parent reports on child safety in two programs which have been evaluated by Child Services and are being investigated further. The third was an incident where a child was left unattended for 20 seconds which is not being investigated further.
 - We will keep working to ensure that we have the right folks doing the job. Lots of coaching and training occurs at the center level in response to these situations. Both MARC and The Office of Head Start take this very seriously.

1) Important Takeaways

Lynette Fowler

- a) Thank you for the passion in this room.. From parents to professionals!

2) Adjournment

Da’Jion Lymore

- a) DiaShae moves to adjourn the meeting, Heather Ross seconds
- b) Meeting adjourned at 7:41 pm

MARC Head Start – Selection Criteria

2025-2026

Child Name: _____ Program Option: _____ Date: _____

Site: _____ Worksheet (Form 5050) Total Points: _____ ChildPlus Total Points: _____

MARC Head Start – Selection Criteria Worksheet (Form 5050)

Requirements		
Federal and State	Income: Age: <i>Early Head Start</i> <i>Head Start</i> Disability: Service Area: Non-Restrictive Requirements: Immunizations: Physical Exam Physical & Dental Exams	Based on Federal poverty guidelines and HSPPS requirements Age 0 – 3 years, pregnant woman Age 3 by Public School Cutoff date or prior to Enrollment Diagnosed/verified Jackson, Clay and Platte County Zip Codes According to State of Missouri guidelines, immunizations at or before time of enrollment Satisfactory written evidence that the child has begun the process of, or is exempt from immunizations. Physical Exam within 30 days following entry into program (State licensed facilities); Physical and Dental Exams within 90 days following entry into program (Federal guidelines)
	Age & Income	Age Eligibility: Child is Age Eligible for Early Head Start [Points determined by ChildPlus] <input type="checkbox"/> Child is Age Eligible for Head Start [Points determined by ChildPlus] <input type="checkbox"/> Income Eligibility: (circle only one) *Documentation must be present within the file
Conditions	Special Needs Eligibility Criteria: (circle all that apply) *Documentation must be present within the file Parent Eligibility: (circle only one) High Social Service Need Eligibility: (circle all that apply) Circumstances Affecting Families Eligibility: (circle all that apply) Employment/Training Eligibility: (circle all that apply) Continuity of Care Eligibility: (circle all that apply)	Child with Diagnosed Special Needs [Current IEP or IFSP; Mental Health Diagnosis] * Medically Fragile* Developmental Screening Results* Suspected Needs/Parent Concerns EHS ONLY: Pregnant Woman Applying for Unborn Child Non-parental [Guardian/Grandparent/Relative/Kinship Care/Traditional Foster Care] One Parent Two Parent Domestic Violence Diagnosis of Disability/Mental Health/Substance Abuse of Parent/Guardian/Sibling Immigrant/Refugee to the United States Family in Transition Family in Crisis Incarcerated Parent(s)/Probation & Parole Referral by Health/Medical, Educational, Social Service, or other Resource Agency Non-completion of Secondary Education, GED or HiSET Primary Language in Home Other than English Currently in Active-Duty Military Parents are employed through a Head Start Program. All Parents are Currently Working Full-Time/Part-Time All Parents Currently Enrolled in Post-Secondary School/Training Child Transitioning from EHS to HS Sibling Group
		150 100 40 40 40 40 30 30 30 30 30 30 20 20 20 20 200 20 20 150 50

Selection Criteria Clarifications and Definition:

Age Eligibility:

***Age Eligible for Early Head Start:** Applicant is a child between the ages of birth to 3 years old or a pregnant teen/woman

***Age Eligible for Head Start:** Applicant is a child between the ages of 3 to 5 years old by the Public-School Cutoff date or prior to enrollment

Income Eligibility: *[Documentation must be present within the file for all the following criterion]

***Income Eligible:** Applicant's family gross annual income is at or below 100% of the federal poverty guidelines.

***Over Income:** Family's total gross annual income is greater than 100% of the federal poverty guidelines. Refer to ERSEA Policy, Procedure and Form 5030 for further guidelines.

***TANF/SNAP/SSI:** Child's family is eligible or, in the absence of childcare, would potentially be eligible for TANF, SNAP or Supplemental Security Income (SSI).

***Homelessness:** Family is currently homeless according to the McKinney-Vento definition of homelessness.

***Foster Child:** Child enrolling is a foster child. Foster care is a 24-hour substitute care for children placed away from their parents or guardians and for whom the state agency has placement and care responsibility. This includes but is not limited to placements in foster family homes, foster homes of relatives, group homes, emergency shelters, and state assigned pre-adoptive homes.

Special Needs Eligibility Criteria: *[Documentation must be present within the file for all criterion except for Suspected Needs/Parent Concern]

***Child with Diagnosed Special Needs:** Diagnosed disability - child has an IFSP through First Steps or IEP through the school district; Child with a mental health diagnosis through a qualified mental health professional.

***Medically Fragile:** Child has a diagnosed health condition that requires a provider specially trained to meet his/her needs; a diagnosed health condition that severely impairs his/her ability to participate in routine activities throughout the day; a child that requires appliance/equipment for breathing, eating or drainage; or a child that is dependent on mechanical support (wheelchair, walker, etc.) for mobility. **This does not include: Diabetes, Asthma, or Food Allergies. When in doubt, consult with your Health and Disabilities Coordinator.**

***Developmental Screening Results:** One area of delay as defined by a standardized screening tool.

Suspected Needs/Parent Concern: Developmental, social/emotional, mental health, or behavioral needs suspected/parent or agency has concerns

Parent Eligibility Criteria:

***EHS ONLY Pregnant Woman:** Applicant is pregnant.

***Non-Parental:** Child is under the informal and/or legal care of a Guardian, Grandparent, Relative, is in Kinship Care or Foster Care.

***One Parent:** Parent/Guardian of child applying does not share the parenting responsibilities with another person at home who meets the HSPPS definition for "Family".

***Two Parent:** Parents/Guardians of child applying who share the parenting responsibilities with each other at home and meet the HSPPS definition for "Family".

High Social Service Need Eligibility Criteria:

***Domestic Violence:** Parent/guardian reports there has been a domestic violence history within the home of the applying child.

***Diagnosis of Disability/Mental Health/Substance Abuse of Family Member:** Family member [excluding applicant] is diagnosed with a disability, serious illness, mental health diagnosis, or family reports there is a substance abuse history within the home of the applying child.

***Immigrant/Refugee to the United States:** Family of applicant has relocated to the United States.

***Family in Transition:** Parent/guardian reports a change in life that requires some sort of adjustment in the family's life. (e.g. change in custody or placement of enrolling applicant, getting married; changing jobs/loss of employment; divorce, a teen parent under the age of 20, separation from parents; applicant has recently moved or relocated, etc.)

***Family in Crisis:** Parent/guardian reports a sudden disruptive event that has caused a major change within the family (e.g. sudden loss by death/terminal illness of an immediate family member; victim/witness of a violent crime; victim/witness of emotional, physical, or sexual trauma, recent diagnosis of a health issue, utility shut off notice, eviction notice, etc.)

***Incarcerated Parent(s)/Probation & Parole:** Parent/guardian is currently residing within a local/state or federal jail/prison, is currently on parole or probation or has a history of incarceration.

Circumstances Affecting Families Eligibility:

***Referral from Another Resource Agency:** Applicant was referred by an outside professional agency or health provider in support of a concern or circumstance listed on the MAHS selection criteria. (e.g. Parents As Teachers, Drug/Alcohol treatment center, WIC, DSS-Children's Division, and KCPD Victim's Advocate Unit, LEA, Health Facility, etc.)

***Non-completion of Secondary Education, GED, or HiSET:** Adult parent/guardian has not earned a High School diploma; GED; HiSet.

***Primary Language in Home Other than English:** The primary language used in the home is not English.

***Currently in Active-Duty Military:** Parent(s) are currently not living within the home due to serving in an active-duty regiment of the USA armed forces.

Employment/Training Eligibility Criteria:

***Parents are employed through a Head Start Program:** A parent is currently employed at a Head Start Program. Verification of employment is required for parents who work outside of the MARC Head Start network.

***Currently Working Full-Time/Part-Time:** All parent(s)/guardians are currently working at time of application and require care for the child to maintain their employment status.

***Currently Enrolled in Post-Secondary School/Training:** All parent(s)/guardians are currently in school or receiving training at time of application and require care for the child to maintain their enrollment in school/training status.

Continuity of Care Eligibility Criteria:

***Child Transitioning from EHS to HS:** Child is transitioning from EHS to HS.

***Sibling Group:** Applicant is a sibling or part of a sibling group that is enrolled or eligible for enrollment.

Mid-America Regional Council Head Start

Advisory Committee Charter

(February 1, 2025)

I. Statement of Purpose

The Advisory Committee was established under the Policy Clarification from the Office of Head Start regarding the Information Memorandum OHS-PC-E-024, revised September 18, 2008. The governing body may form an Advisory committee (sub-board) to oversee responsibilities related to program governance, provided advisory committee (or sub-board) does not supplant the governing body's legal and fiscal responsibilities related to program governance. The Advisory Committee was established to oversee key responsibilities related to program governance and program improvement.

II. Organization

A. Charter

At least annually, this charter shall be reviewed and reassessed by the Advisory Committee and any proposed changes shall be submitted to the Board for approval.

B. Members

A minimum of five (5) members of the Committee shall be appointed annually. The members should have expertise in early childhood, law and accounting. The Chairperson of this committee shall be a member who has served a term of at least one (1) year on this committee. Members may serve a maximum term of five (5) consecutive years.

C. Meetings

Meetings will occur 8 times per year. The meetings will consist of Advisory Committee meetings that will take place 6 times a year. With the opportunity to attend Shared Governance meetings 4 times per year. Shared Governance is an opportunity for Policy Council and Advisory committees to come together for training.

D. Quorum and Voting

The quorum necessary for the transaction of business at Advisory Committee meetings will be a majority of the members of the committee. All determinations of the Advisory Committee must be approved by at least the number of members required to constitute a quorum (4 members).

E. Agenda, Summaries and Reports

An agenda, together with materials relating to the subject matter of each meeting, shall be sent to members of the Committee prior to each meeting. Minutes for all meetings of the Advisory Committee shall be prepared to document the Committee's activities. The minutes shall be considered and approved by the Advisory Committee. Reports of meetings of the Advisory Committee shall be made to the Board at its next regularly scheduled meeting following the Advisory Committee meeting accompanied by any action taken by the Advisory Committee.

III. Responsibilities

- Provide the Governing Board with copies of the Head Start Advisory Committee meeting minutes,
- Have a member of the Advisory Committee meet with the Policy Council on a "regular" basis,
- Receive appropriate training and technical assistance to ensure that members understand the information they receive, can provide effective oversight, make appropriate decisions, and participate in programs of the Head Start agency,
- Review and approve all of the program's major policies including Self-Assessment, financial audits, fiscal operations, grant applications, personnel policies and the results of monitoring and follow-up activities,
- Regularly receive and use information or reports about program planning and program operations, including:
 - Monthly financial statements including credit card expenditures,
 - Monthly program information summaries,
 - Program Enrollment Reports, including attendance reports for children whose care is partially subsidized by another public agency,
 - Monthly reports on meals and snacks provided through USDA programs,
 - Financial audit,
 - Annual Self-Assessment, including any findings related to such assessment,
 - Community wide strategic planning and needs assessment (Community Assessment),
 - Communication and Guidance from the Secretary (HHS),
 - Program Information Reports (PIRs), and
 - Program Information Summaries.

Establishment of "Whistleblower"

The Advisory Committee shall follow Mid-America Regional Council's Whistleblower Policy that is intended to encourage individuals to bring ethical and legal violations to the attention of an internal or external authority so that action can be taken to resolve the problem. Establish guidance and procedures for staff (paid and volunteer) or others to report illegal, unethical or inappropriate behaviors or practices, in good faith, without fear of retribution. To provide constructive process for individuals to report issues of concern. And emphasize the importance of adherence to MARC Head Start's standards of conduct.

Reporting Problems

The Committee shall review Mid-America Regional Council's procedures for reporting problems and monitor any such reports. In addition to the Whistleblower noted above, the Advisory Committee shall also review and monitor the Conflict of Interest and Inurement Prohibition Policy, and the Complaints Regarding Board Conduct Policy, as well as all other policies and

procedures related to internal controls or the discovery of errors or illegal acts.

Other Delegated Responsibilities

The Committee shall also carry out such other duties as may be delegated to it by the MARC Board of Director's from time to time to the extent permitted by law.

Committee Performance Evaluation

The Committee shall annually review its own performance.

DRAFT