



To: JFCAC Head Start Staff, JFCAC Policy Council Members and JFCAC Collaboration Sites

From: Stephanie Kerth

Subject: Weekly Memo Update

Date: Week of 10.26.15

This week's memo is inclusive of additional recipients. Those new recipients are the staff at our program's Collaboration Sites (Sullivan School District, Creative Expressions Learning Center and Washington School District).

The goal is to keep not only JFCAC staff and the program's Policy Council members informed on current happening within our program, but also all of our Collaboration Sites.

Mandatory Meetings:

- Thank you to everyone who attended the Mandatory Meeting on Tuesday 10.27.15. Leadership Staff appreciates not only everyone's attendance at the meeting, but everyone's participation in the meeting. Please know, everyone's input and contribution is valued and that everyone one's voices and comments have been heard.

The next Mandatory Meeting is scheduled for Monday 11.09.15 at the McHugh & Dailey Mercantile Building (located at 220 South First Street – Suite 200 Pacific, MO) from 5:30pm-7pm. The agenda for this meeting will include New Policy and Procedures Training, Questions and Concerns from Staff, as well as an Update on the Re-Compete Grant.

Collaboration Partners and Policy Council Members, please know you are welcome to join the meeting. If you are intending to do so, please contact Stephanie Kerth at skerth@jfcac.org. If you are unable to attend the 11.09.15 meeting, but would like to attend a future meeting, please send an email requesting the dates of future meetings. We would love for you to join!

Veteran's Day:

- Reminder, Wednesday 11.11.15 is Veteran's Day and this is one of the holiday's JFCAC honors. All JFCAC Staff will be off in honor of this day.



Jefferson Franklin Community Action Corporation
P.O. Box 920
Hillsboro, MO 63050
636-789-2686

Grantee Assessment Meeting:

- On Wednesday 10.28.15, our program attended a Grantee Assessment Meeting (GAM) with our Regional Office in Kansas City, MO.

I am happy to report, the meeting went very well and our Regional Office Support Staff was very excited to hear of all the positivity happening within our program. Amongst many items, we discussed both the update to all of the program's Policy and Procedures as well The Resiliency Project. Regional Office Staff are very excited and intrigued by The Resiliency Project!!

Holiday Celebration:

- A point of discussion at the Mandatory Meeting on 10.27.15 involved the practice of JFCAC Head Start celebrating holidays. It was assured that clarification on this topic would be requested of our program's Regional Office. An email went out on Thursday 10.29.15 with such clarification, but the point warrants restatement.

The clarification that our Regional Office offered is that this topic needs to be handled carefully. Although there are a number of programs that do not celebrate holidays, it is not against any Performance Standard to do so.

With that said, Regional Office informed us that in order to hold holiday parties, it must be supported at the local level by parents and the community culture, as well as be educationally appropriate.

We are going to begin this assessment process for JFCAC by opening this discussion with Policy Council as well as talking with parents and staff.

Enrollment Conversion Update:

- Effective Monday 11.02.15, the enrollment conversion will be fully implemented at both the Union Center and the Windsor Center.

The Enrollment Conversion is set to go into effect at the Northwest Center on Monday 11.16.15. On 11.09.15, Leadership Staff will host a Parent Meeting at the site so that the families affected by the change will have an opportunity to address any concerns regarding the change.

The Enrollment Conversion is still a work in progress at the remaining sites of Hematite, Gray Summit and St. Clair, but as new information is available, it will be shared. Please know, it is the intent to have the conversion fully implanted at the aforementioned sites by no later than 11.30.15.



Shout Out!!:

- Shout Out to **Union!!** The staff has positive attitudes and work to be engaged during trainings. Thanks, Union, for bringing the positivity!
-

Thank you for taking the time to read and review this week's memo update. Please feel free to contact your immediate supervisor, any management staff, or myself with any questions and/or concerns.

Best,
Stephanie Kerth

Jefferson Franklin Community Action Corporation
P.O. Box 920
Hillsboro, MO 63050
636-789-2686

