



North Idaho College

Board of Trustees Meeting
December 15, 2021
Edminster Student Union Building

Connect via Zoom: <https://nic.zoom.us/j/86463385673> or by phone: (669) 900-6833 Webinar ID: 864 6338 5673

***Mission statement:** North Idaho College meets the diverse educational needs of students, employers, and the northern Idaho communities it serves through a commitment to student success, educational excellence, community engagement, and lifelong learning.*

This meeting is a business meeting of the Board Trustees and the NIC Administration. The board will take comment on agenda items from members of the public in person at the meeting. Comment will be taken for a period of twenty minutes and will be limited to 2 minutes per person. A sign-up sheet will be provided in the meeting room. Individuals interested in communicating with the board outside the meeting may send an email to board@nic.edu.

AGENDA

4:00 p.m. EXECUTIVE SESSION - Driftwood Bay Room

Convene/Call to Order/Verification of Quorum	Todd Banducci
Action for Executive Session under Idaho Code Idaho Code § 74-206(1)(b)(f) *	

5:00 p.m. BOARD MEETING – Lake Coeur d’Alene Room

Convene/Call to Order/Verification of Quorum	Todd Banducci
Pledge of Allegiance	Todd Banducci
Review Minutes	Todd Banducci
Public Comment	Todd Banducci

CONSTITUENT REPORTS

ASNIC	2 minutes	Annie Vladovska
Faculty Assembly	2 minutes	Molly Michaud
Staff Assembly	2 minutes	Sarah Martin
Senate	2 minutes	Geoff Carr

PRESIDENT’S REPORT	5 minutes	Dr. Michael Sebaaly
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FOUNDATION LIAISON REPORT	5 minutes	Greg McKenzie
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UNFINISHED BUSINESS

Action: Adopt Roberts Rules of Order for Board Meetings	Michael Barnes
Tab 1: Second Reading/Action: Revised Meetings Policy 2.01.03	Michael Barnes
Action: Select Presidential Search Firm	Todd Banducci

NEW BUSINESS

Tab 2: Information/Action: Head Start
NWCCU Site Visit
Information/Action: Trustee Residency

Chris Martin
Dr. Michael Sebaaly
Marc Lyons

BOARD CHAIR REPORT

5 minutes

Todd Banducci

REMARKS FOR THE GOOD OF THE ORDER**

ADJOURN

* Executive sessions may be called for the purposes of considering personnel matters [Idaho Code § 74--206(1) (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general; (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student; [Idaho Code § 74-206(1)(c)], deliberating regarding an acquisition of an interest in real property; [Idaho Code § 74-206(1)(d)] considering records that are exempt from public disclosure; [Idaho Code § 74-206(1)(e)] considering preliminary negotiations involving matters of trade or commerce in which this governing body is in competition with another governing body; [Idaho Code § 74-206(1)(f)] communicating with legal counsel regarding pending/imminently-likely litigation; [Idaho Code § 74-206(1)(i)] communicating with risk manager/insurer regarding pending/imminently-likely claims.

** Remarks are subject to NIC Policy 2.01.03. Copies are available from the President's Office.

BOARD OF TRUSTEES MEETING
December 15, 2021

SUBJECT

Executive Session

DISCUSSION

From time to time the board will find it necessary to adjourn to executive session. When an executive session is required, a number of specific steps must be taken. These steps are:

1. Cite Idaho Code § 74--206.
2. Cite one or more specific subsections in the code section and provide sufficient detail to identify the purpose and topic of the executive session but not information sufficient to compromise the purpose of the executive session.
3. Approve a motion to adjourn by two-thirds, roll call vote.
4. Take no action and make no final decisions in executive session.

_____ MOVES THAT THE BOARD, PURSUANT TO IDAHO CODE
§ 74—206, CONVENE IN EXECUTIVE SESSION TO:


- _____ Consider personnel matters [Idaho Code § 74--206(1)(a) & (b)]
- _____ Deliberate regarding an acquisition of an interest in real property [Idaho Code § 74-206(1)(c)]
- _____ Consider records that are exempt from public disclosure [Idaho Code § 74-206(1)(d)]
- _____ Consider preliminary negotiations involving matters of trade or commerce in which this governing body is in competition with another governing body [Idaho Code § 74-206(1)(e)]
- _____ Communicate with legal counsel regarding pending/imminently-likely litigation [Idaho Code § 74-206(1)(f)]
- _____ Communicate with risk manager/insurer regarding pending/imminently-likely claims [Idaho Code § 74-206(1)(i)]
- _____ To consider labor contract matters authorized under section 67-2345A [74-206A](1)(a) and (b), Idaho Code.

Purpose/Topic summary: (Provide sufficient detail to identify the purpose and topic of the executive session but not contain information sufficient to compromise the purpose of the executive session.)

SECONDED BY: _____

Roll call: _____ Banducci
_____ Barnes
_____ Howard
_____ McKenzie
_____ Wood

CONVENE AT: _____ ADJOURN AT: _____

 **North Idaho College**
BOARD OF TRUSTEES MEETING
Edminster Student Union Building
November 15, 2021
MINUTES

Chair Todd Banducci called the meeting to order at 5:00 p.m. and verified a quorum was present. Trustee Howard made a motion to go into executive session under Idaho Code § 74--206(1)(b) to consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student, and Idaho Code § 74--206(1)(f) to communicate with legal counsel regarding pending/imminently-likely litigation. The motion was seconded and roll call vote was taken as follows:

Todd Banducci	aye
Michael Barnes	aye
Ken Howard	aye
Greg McKenzie	aye
Christie Wood	aye

At 6:00 p.m. a motion was made to return to open session. The motion was seconded and the meeting was recessed.

CALL TO ORDER AND VERIFICATION OF QUORUM

Chair Banducci called the meeting to order at 6:10 p.m. and verified that a quorum was present. Chair Banducci welcomed attendees and led them in the Pledge of Allegiance.

ATTENDANCE

Trustees: Todd Banducci
Michael Barnes
Ken Howard
Greg McKenzie
Christie Wood

Also present: Michael Sebaaly, Interim President
Lita Burns, Vice President for Instruction
Graydon Stanley, Vice President for Student Services
Chris Martin, Vice President for Finance and Business Affairs
Laura Rumpler, Chief Communications and Government Relations Officer
Marc Lyons, Attorney for North Idaho College

Chair Banducci called for any changes to the minutes from the meetings held on October 25, 2021, and October 27, 2021. There were no changes noted and the minutes were accepted, as presented.

PUBLIC COMMENT

Sherry Williams commented on the election of officers
Betsy Hawkins commented on the election of officers
Michelle Lippert commented on the presidential search
Deborah Rose commented on the trustee zone map
Cynthia Elliott commented on the mission statement
Marci Clark commented on the presidential search
Tom LaPonsey commented on the presidential search

Joe Dunlap commented on the presidential search
Pat Behm commented on the presidential search
Judy Meyer commented on the presidential search
Doug Duncan commented on the presidential search

SPECIAL BUSINESS

Election of Officers

Trustee Barnes nominated Trustee Banducci for the position of chair. The motion was seconded. Trustee Wood nominated Trustee Howard for the position of board chair and she offered comments.

Trustee Barnes withdrew his motion and Trustee McKenzie withdrew his second. Trustee Barnes nominated Trustee Banducci for the position of board chair. Following discussion, the nomination for Trustee Howard received two votes. The nomination for Trustee Banducci received three votes and carried.

For the position of vice chair, Trustee Wood nominated Trustee Howard. Trustee McKenzie nominated Trustee Barnes. Following discussion, the nomination of Trustee Howard received two votes. The nomination for Trustee Barnes received three votes and carried.

For the position of Secretary/Treasurer, Trustees Wood and Barnes nominated Trustee Howard. Trustee Howard declined the nomination. Trustee Howard nominated Trustee Wood. Trustee Wood declined the nomination. Trustee Barnes nominated Trustee McKenzie. Following discussion, the nomination for Trustee McKenzie received three votes and carried.

CONSTITUENT REPORTS

ASNIC

ASNIC President Annie Vladovska shared photos of ASNIC's recent graffiti project honoring local healthcare workers, and she reported on other projects underway among ASNIC Senators.

Faculty Assembly

Chair Molly Michaud reported that during their November meeting, she shared with faculty, information on accreditation and the economic impact of North Idaho College to the five northern counties of Idaho based on the report by EMSI. She went on to report that during this meeting, Faculty were also visited by Interim President Sebaaly. She closed her report by commenting on the efforts of faculty members.

Staff Assembly

Chair Sarah Martin reported on business from the November Staff Assembly meeting, including recognition of the November Sterling Silver Award winner, an exploratory vote on a resolution for a vote of no confidence in the board of trustees, and a celebration of employees and programs within the Siebert Building.

College Senate

Chair Geoff Carr commented that Senate had not yet met for the month of November and he had nothing to report.

PRESIDENT'S REPORT

Dr. Sebaaly reported on his activities since beginning his term as interim president, including the recent Scholarship Celebration, and hosting a visit by new members of the State Board of Education. He expressed his appreciation for the leadership shown by ASNIC President Annie Vladovska and ASNIC Senator Ryan Costa during the State Board visit, and he discussed activities related to the Accreditation Action Plan for the response due to NWCCU in August 2022.

UNFINISHED BUSINESS

Head Start Policy Council Bylaws

Head Start Director Beth Ann Fuller presented for a second reading, revised Policy Council Bylaws. Trustee Howard made a motion to approve proposed revisions to the Policy Council Bylaws. The motion was seconded and carried unanimously.

Presidential Search Firm and Search Parameters

Trustee Wood made a motion to approve the Association of Community College Trustees as the firm for the college's presidential search. The motion was seconded. Following discussion, the motion failed with two in favor and three opposed.

Trustee Wood made a motion to approve the Pauly Group as the firm for the college's presidential search. The motion was seconded. Following discussion, the motion failed with two in favor and three opposed.

Trustee McKenzie made a motion to name Chair Banducci and Trustee McKenzie as co-chairs of the presidential search committee. The motion was seconded. Following discussion, the motion failed with one in favor and three opposed.

Trustee Wood made a motion to name Chair Banducci and Trustee Howard as co-chairs of the presidential search committee. The motion was seconded. Following discussion, the motion carried with four in favor and one opposed.

At 8:25 p.m. the Chair took a 10-minute recess. At 8:35 p.m. the Chair reconvened the meeting.

Trustee Barnes made a motion to table the selection of a presidential search firm to a special meeting to be scheduled prior to the end of 2021. The motion was seconded and carried with three in favor and one opposed.

NEW BUSINESS

Financial Audit

VP Chris Martin introduced Barry Weber from the auditing firm of Eide Bailly. Mr. Weber presented the report of the financial audit for the year ending June 30, 2021.

Trustee Howard made a motion to accept the fiscal year 2021 audit. The motion was seconded and carried unanimously.

Trustee Zone Map

VP Martin introduced Tarita Harju from Alta Science and Engineering and he explained that Alta had provided multiple maps for the board to review.

Trustee Howard made a motion to approve the proposed Alternative 1 trustee zone map. The motion was seconded. Following discussion, the motion carried unanimously.

INFORMATION ITEMS

Fiscal Year 2023 Budget Development Planning

VP Martin provided highlights of planning assumptions proposed for the development of the fiscal year 2023 budget. There was no action required by the board.

Meetings Policy 2.01.03

Trustee Barnes made a motion for the board to formally adopt Robert's Rules of Order, latest edition, as the board's governing rules of order for how the board conducts meetings, going forward. The motion was seconded. Following discussion, Trustee Howard made a motion to table the motion until the December regular board meeting. The motion was seconded. Following discussion, the motion carried with three in favor and one opposed.

BOARD CHAIR REPORT

Chair Banducci had no report.

REMARKS FOR THE GOOD OF THE ORDER

Dr. Sebaaly expressed his thanks to Drs. Burns and Stanley for their years of service and he encouraged meeting attendees to be careful driving home after the meeting.

There were no other comments and Chair Banducci adjourned the meeting at 9:55 p.m.

Respectfully Submitted,
Shannon Goodrich, Board Clerk

Tab 1

Policy

Policy # 2.01.03

Effective Date 2/27/02

Revised Date 10/28/09

(Impact Area - Dept Name) Administration	(General Subject Area) Board of Trustees	(Specific Subject Area) Meetings
	Author:	Supersedes Policy #
Relates to Procedure #	Impact: Board of Trustees	
Legal Citation (if any):	Idaho Code 67-2340 - 67-2345	
North Idaho College		

Policy Narrative

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MEETINGS

Regular meetings of the board of trustees will be held on a given day of each month, or as otherwise as required by law. An annual calendar of board of trustees meetings will be approved each year by the board and made public in advance of each academic year. The date of a regular meeting may be changed by action of the board of trustees at any previous meeting or by the president with approval by the board chair provided that every board member is notified in advance of the meeting. In case the date of any regular meeting is changed, the president's staff will take appropriate steps to inform

the public of the change in advance of the meeting in compliance with Idaho Open Meeting Law.

Special meetings of the board of trustees may be called by the board chair or by any two members of the board or by the president when approved by the board chair. Notice will be provided per the requirements of the Idaho Code.

Policy # 2.01.03

[Page 2 of 3]

Executive sessions of the board may be held for the discussion of any appropriate issues pursuant to Idaho Code. No final actions shall be taken in executive session.

ORDER OF BUSINESS

Regular meetings of the board of trustees will be held as required by law and as specified in the call for the meeting.

Three members will constitute a quorum for the transaction of business. An affirmative vote of the majority of all board members present will be required for the passage of a motion except where otherwise provided by law.

Items may be placed on the agenda by the president or a board member through the president for publication by the executive assistant to the president.

The order of business at a regular meeting of the board of trustees will be as agreed to by the board and may follow the following general outline:

1. Convene Meeting
2. Approval of Minutes
3. Public Comment
4. Unfinished Business
5. New Business
6. Reports
7. Trustee Remarks for the Good of the Order
8. Adjournment

Executive session may be scheduled at any point in the regular meeting.

The board of trustees reserves the right to alter or amend the order of the agenda.

The agenda of any regular meeting of the board of trustees may include an opportunity for public citizens to address the board on any item on the agenda. Each public citizen

wishing to address the board on the agenda shall provide his or her name, and the agenda subject on which they wish to comment. Public comment shall be limited as determined by the board chair. The board of trustees may listen to such public comments but is not obligated to provide responses. If the matter presented requires additional dialogue or action, the board of trustees may direct that the matter be placed on the board's future agenda for further discussion and review. The decision to allow public participation in the meeting is the sole discretion of the board chair.

Remarks for the good of the order relates to comments by members of the board as recognized by the board chair regarding items of note or interest to the board or the college. This part of the agenda is not to seek board action.

Policy # 2.01.03

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POLICIES

Any policy adopted by the board of trustees may be suspended by a majority vote of the entire board of trustees. The vote to suspend any policy will be taken by roll call and the results will be entered in the minutes of the meeting.

The policies governing the college may be amended within the legal bounds of the Idaho code by a majority vote of the entire board of trustees at any meeting. Amendment will be made by the repeal of the existing policy and, if required, the enactment of a new policy.

RULES OF ORDER

~~All meetings of the board of trustees will be conducted in the manner prescribed by the Idaho Code. However, should an issue concerning parliamentary procedure arise that is not addressed by Idaho Code, Robert's Rules of Order, may be used as a guideline. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the NIC Board of Trustees in all cases to which they are applicable and in which they are not inconsistent with Board Policies and any special rules of order the Board may adopt.~~

~~It is expected that all attendees at the meetings will observe the commonly accepted rules of civility to provide orderly and respectful interaction in public settings.~~

Commented [MB1]: This was taken and modified from RONR In Brief.

Commented [MB2]: In my opinion, this could be stricken because it states the obvious intent of adopting RONR.

BOARD OF TRUSTEES MEETING
December 15, 2021

TAB 2

SUBJECT

Head Start Standards for Vaccination and Masking

BACKGROUND

North Idaho College has operated Head Start for the five northern counties continuously since 1973 and currently provides service to children through 280 funded slots. The North Idaho College Board of Trustees is also the governing board for the North Idaho College Head Start Program.

On November 29, 2021, the College was informed by the Office of Head Start that the U.S. Department of Health and Human Services had issued new Head Start Performance Standards. The new standards require all Head Start staff, some contractors, and volunteers to be vaccinated against COVID-19 and universal masking for all individuals 2 years of age and older.

DISCUSSION

The College made the decision not to comply with the new standards due to conflicts with Policy and the August 26, 2021 Board motion to rescind the college mask mandate.

On December 8, 2021, the College met with representatives from Region 10 Office of Head Start to discuss options. This meeting was attended by Beth Ann Fuller, Director of North Idaho College Head Start; Dr. Michael Sebaaly, President; and Chris Martin, Vice President for Finance and Business Affairs.

Areas of Issue:

- Head Start currently operates a classroom inside the Lakeside Children's Center.
- The College currently does not have regular monitored/reported COVID-19 testing of employees.

COMMITTEE ACTION

None.

FINANCIAL IMPACT

There is a cost for regular, monitored/reported testing of employees. The college is seeking proposal for this service, but cost is currently TBD. Head Start received CARES/ARP funds that could be used to offset testing costs.

North Idaho College receives \$3,346,180.00 to operate the Head Start Grant. Total funding for the program including TANF and USDA Reimbursement is \$3,738,833.00. This program is fully self-supported through grant funding and does not receive general fund dollars.

REQUESTED BOARD ACTION

The College is requesting direction from the Board regarding compliance with all Head Start Standards for Vaccination and Masking.


Prepared by
Chris Martin
Vice President for Finance and Business Affairs


Chris Martin


From: Beth Ann Fuller
Sent: Monday, November 29, 2021 8:49 AM
To: Karen Hubbard; Chris Martin
Cc: Melanie McLean; April Ellin
Subject: Fwd: New Standards for Vaccination and Masking to Reduce Transmission of COVID-19

[Get Outlook for iOS](#)

From: Office of Head Start <no-reply@hsicc.org>
Sent: Monday, November 29, 2021 8:05:04 AM
To: Beth Ann Fuller <eafuller@NIC.EDU>
Subject: New Standards for Vaccination and Masking to Reduce Transmission of COVID-19

 U.S. Department of Health & Human Services

 Administration for Children & Families

 Office of Head Start



Office of Head Start

New Standards for Vaccination and Masking to Reduce Transmission of COVID-19

The U.S. Department of Health and Human Services (HHS) is issuing new Head Start Program Performance Standards (HSPPS) to outline the masking and COVID-19 vaccination requirements for grant recipient staff, and the timelines, exceptions, and exemptions for each. Consistent with other HSPPS, these standards will apply to Head Start, Early Head Start, Early Head Start-Child Care Partnership, and American Indian and Alaska Native, and Migrant and Seasonal Head Start programs. The **Interim Final Rule with Comment Period (IFC)** is now posted in the Federal Register.

As the Head Start community navigates implementation of this rule, the Office of Head Start (OHS) is dedicated to supporting programs. While a fully vaccinated workforce brings hope of reaching more children and families, I know it does not come without challenges. Let us begin with a shared understanding of why these new HSPPS are necessary.

Many programs have shared firsthand experience on how intermittent closures disrupt children's opportunities for learning, socialization, nutrition, continuity, and routine. Program closures also impact the ability of Head Start families to work, which ultimately creates instability and adds to their stress. As a Head Start graduate, I know my life would be impacted for every day my Head Start program was not open, or if

the bus simply did not show up one day. Vaccination against COVID-19 and wearing face masks are safe, effective tools to reduce program closures and support the continuity of in-person comprehensive services for children and families.

The new HSPPS are essential for protecting the living environments of our Head Start families. Many children and staff return home to family members who may have underlying medical conditions, which put them at greater risk for COVID-19-related illness or even death. It is also important to recognize that families who are Black, Indigenous, or Hispanic and earning below the federal poverty line have been more severely impacted by COVID-19 than the general population.

Requiring all Head Start staff, some contractors, and volunteers to be vaccinated against COVID-19 and universal masking for all individuals 2 years of age and older is critical as we work together to move toward fully in-person comprehensive services by providing healthy and safe environments for everyone.

The HSPPS require the use of face masks for everyone in a Head Start program 2 years of age and older, with some exceptions. The requirement on masking is effective immediately.

The new HSPPS also require vaccination against COVID-19 for all staff, contractors working directly with children, and volunteers. The HSPPS require these individuals to be vaccinated by January 31, 2022. This means staff, certain contractors, and volunteers must have their second dose in a two-dose series or first in a single-dose series by January 31, 2022. Head Start programs may allow exemptions to the vaccination requirement for those who cannot be vaccinated due to medical conditions or sincerely held religious beliefs, practices, or observances. For those granted a vaccine exemption, there will be a weekly testing requirement. Without an approved vaccine exemption, there is no option for testing in lieu of receiving the vaccine.

Consistent with other HSPPS, these new standards focus on outcomes over processes and plans. As the experts most familiar with the unique needs of each Head Start community, local programs are responsible for establishing a process for implementing these standards. This includes reviewing and granting the exemptions for medical conditions or religious beliefs. These new standards will be monitored through the OHS Monitoring System like other health and safety standards.

Many staff and program leaders are concerned about the impact of these new requirements on programs that may already have a difficult time recruiting and retaining staff. I appreciate Head Start staff are incredibly dedicated to the children they serve, and also under stress from many directions. I am worried about the waitlist of children who cannot attend a program because of the long-standing workforce shortages that have been exacerbated since the onset of COVID-19. As we work to ensure a healthy and vaccinated staff, we are also committed to supporting wellness and improving compensation for the Head Start workforce. I encourage programs to use available funds, including American Rescue Plan (ARP) supplemental funds, to recruit and retain staff. I also encourage you to **talk with staff** about the vaccine and support them in speaking to a health care professional about their vaccination decision.

I know that navigating this road has not been easy, but we're in this together! OHS has published a **fact sheet**, as well as responses to the **questions** we know you have. For more details about the research and data that supported our decisions, read the **Preamble** to the rule. You are invited to join our **webinar** to hear more about the new requirements. The Office of Head Start's **Early Childhood Learning and**

Knowledge Center (ECLKC) website has information and resources about implementing **masking** and **staff vaccination** requirements.

During these uncertain times, it is also helpful to hear from others who have been successful in implementing similar requirements. The **Strategies for Staff Vaccination** series presents stories of programs across the country who supported their staff through COVID-19 vaccination requirements. The **MyPeers** Health, Safety, and Wellness community is a great place to find out how other Head Start programs are making policies and to share ideas and resources with each other. The OHS technical assistance system will continue to support grant recipients in implementing these new requirements.

I am grateful that my Head Start program was open when I was a child, and I am thankful for the many programs that are open for in-person services today. The Head Start community is a model for the country in addressing the comprehensive needs of children and families. I am so proud to work with staff who continue to answer the call to lead their communities as we get back to what Head Start programs do best: engage, nurture, teach, and support children and families face-to-face.

Sleeve up and mask up, Head Start family, as it's the best way we can care for and protect each other.

/ Dr. Bernadine Futrell /

Dr. Bernadine Futrell
Director
Office of Head Start

Office of Head Start (OHS) | 330 C Street, SW | 4th Floor Mary E. Switzer Building | Washington, DC 20201
| <https://eclkc.ohs.acf.hhs.gov> | 1-866-763-6481 | [Contact Us](#)

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North Idaho College

HEAD START

Annual Program
Report 2020-2021



The annual report was prepared in compliance with the Head Start Act, Section 622(a)(2).
The report can be viewed online at nic.edu/headstart.

Mission

North Idaho College Head Start is a school-readiness program that provides education and support for young children and their families.

Five-Year Program Goals

Our five year goals were established through our yearly self-assessment and improvement plan and our community assessment.

2020-2025 Goals



Recruit and retain families that can benefit the most from program services, staff that exemplify program quality standards, and volunteers that are prepared to assist the program in meeting high quality child and family services.



Institute trauma-informed practices across all program services including children and families, staff and the communities we serve.

North Idaho College Head Start is a federally-funded preschool program that provides services in five northern counties of Idaho. The program promotes the school-readiness of children ages 3 to 5 from low-income families by enhancing their cognitive, social, and emotional development.

Head Start programs provide a free learning environment that supports children's growth in:

- **Approaches to Learning**
- **Creative Arts**
- **Language / Literacy / Communication**
- **Math**
- **Physical Development and Health**
- **Science and Technology**
- **Social and Emotional Development**
- **Social Studies**



Comprehensive Services

NIC Head Start staff supports children’s growth, development, and learning within the context of close and nurturing relationships with adults and peers. Effective teaching practices, planned opportunities and information from ongoing assessments promote learning and development that meets the needs of each child.

Our program promotes optimal health, wellness and safety to help children get ready for school. We work with families and community partners to individualize health services to meet the needs of each child.

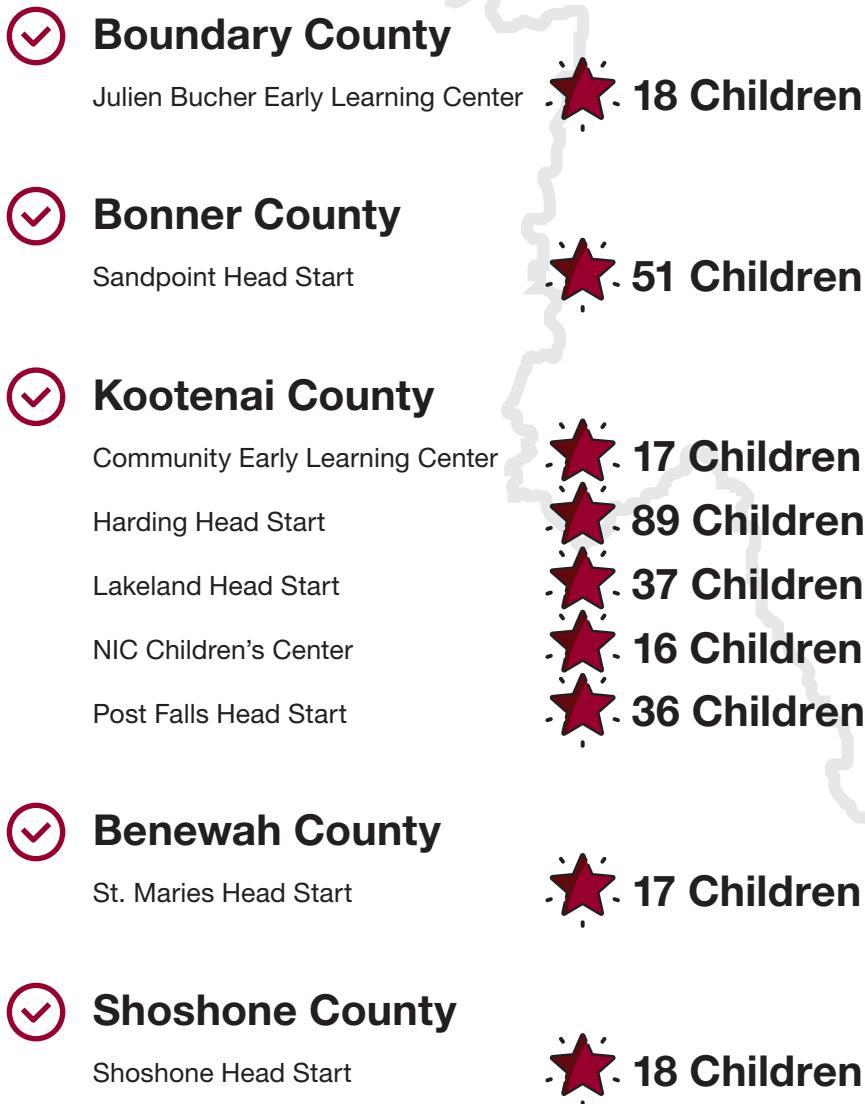
The staff also may work directly with families to support the development of children with disabilities, mental health needs, or special health needs.

The program’s mental health consultant plays a critical role in supporting positive adult-child relationships and children’s social-emotional development.

Head Start staff provides families and children with a variety of experiences and tools to support school readiness and positive learning experiences. Family Services staff establish positive, goal-directed, relationships with families and provide them with needed resources.

School Readiness
Nutrition
Health
Disabilities
Mental Health
Family Engagement

Head Start Centers in North Idaho



Due to the COVID-19 pandemic, the Office of Head Start offered flexibility in meeting full enrollment for the 2020-2021 program year. North Idaho College Head Start funded enrollment was 299 children. The actual enrollment of children served was 274. All children enrolled in the program were income and categorically eligible.

Total Funded Enrollment: 299
Actual Cumulative Enrollment: 274
Eligible Families Served: 261

Eligibility, Services & Unmet Needs for 2020-2021

(Shared from most current community assessment.)

County	Children Under 5 Years Living in Poverty***	Federally Funded Enrollment Slots	TANF Funded Enrollment Slots	Actual Federally Funded Enrollment	Actual TANF Funded Enrollment	Total Actual Enrollment
Boundary	327	18	0	19	0	19
Bonner	431	39	12	37	13	50
Kootenai	1833	188	7	165	6	171
Benewah	110	17	0	17	0	17
Shoshone	227	18	0	17	0	17
Total	2928	280	19	255	19	274

(TANF) Temporary Assistance for Needy Families.

***data.census.gov. (7/21/21)



Percentage of children enrolled were homeless **23%**

Percentage of children enrolled were foster **6%**

Percentage of average daily attendance **85%**

Policy Council



Parents in our program have the opportunity to be involved in the decision-making process by participating on the Policy Council which is comprised of parents of currently enrolled children, community members, and past parents.

Parents are elected by their fellow parents at the center level and participate in monthly meetings with program management staff.

The Policy Council allows parents and community members to be actively involved in the strategic planning and evaluation of the program by offering their feedback and suggestions. They are also integral in the hiring process, serving on interview committees and giving approval of potential hires.

The Policy Council also has several sub-committees that work in conjunction with management staff to review program information in detail.

Teacher Qualifications

North Idaho College Head Start continued to make progress on increasing the number of teachers and assistant teachers who meet the credentialing requirements of Section 648A of the Improving Head Start for School Readiness Act of 2007. The act requires that 50 percent of teachers nationwide have a bachelor's degree in Early Childhood Education or higher and all assistant teachers must have completed a minimum of a Child Development Associate (CDA) or higher or be currently enrolled in an accredited program leading to an associate's or bachelor's degree in early childhood development.

North Idaho College Head Start recognizes that staff qualifications and skills strongly correlate with the overall quality of classroom instruction and that investments in teacher credentialing improve child outcomes.

To support these efforts, NIC Head Start has invested additional resources in tuition assistance for teaching staff.

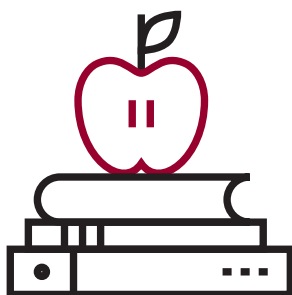
In 2020-2021, 100% percent of lead teachers meet at least the minimum credential requirements, and all assistant teachers either meet or are working toward a CDAs, an advanced certificate in child development or an associate's degree on early childhood education.

Education

North Idaho College Head Start supports children’s school readiness through setting specific learning goals for both students and teaching staff. School readiness goals help us to clearly focus on specific learning goals that children should be achieving based on their age. Child goals are laid out within an annually updated school readiness plan which aligns to the Head Start Early Learning Outcomes Framework: Ages Birth to Five. Goals are selected across the High Scope Child Observation Record Categories: Approaches to Learning; Social and Emotional Development; Physical Development and Health; Language, Literacy, and Communication; Mathematics; Creative Arts; Science and Technology; and Social Studies.

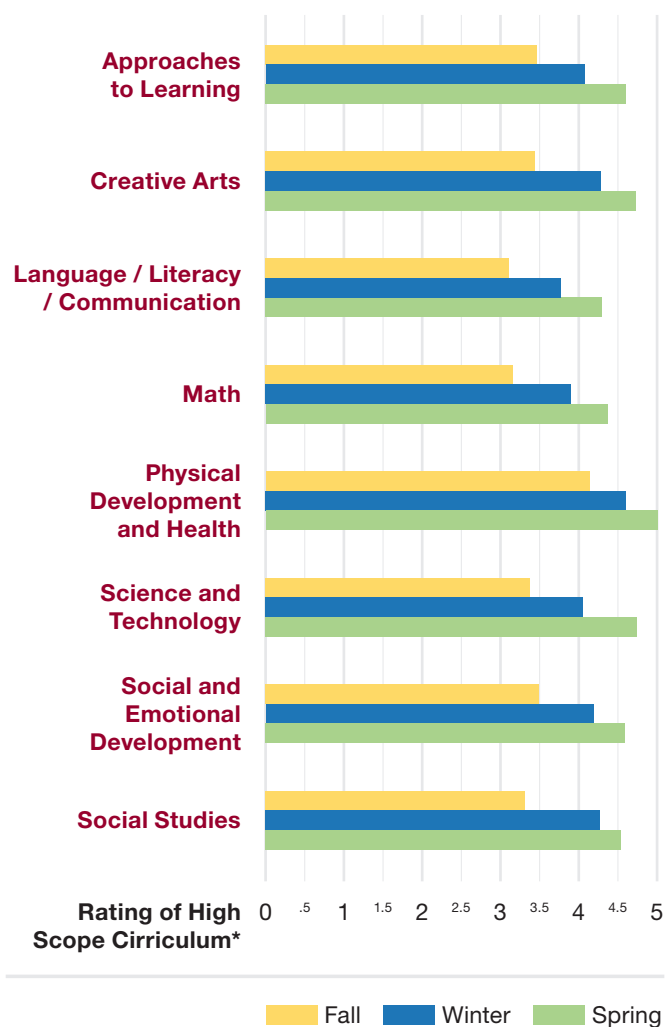
Professional development goals for the teaching staff are identified through the use of three valid and reliable research-based observation tools:

- **High Scope PQA (Program Quality Assessment):** The Preschool PQA assess key aspects of program quality, adult-child interaction. Learning environments, daily routine, and curriculum planning and assessment.
- **Teachstone CLASS (Classroom Assessment Scoring System):** The CLASS observation tool assesses the areas in classrooms of emotional support, classroom organization, and instructional support.
- **Teaching Pyramid Observation Tool (TPOT):** Effective Strategies to Respond to Challenging Behavior – for example, teacher responds to children by stating the expected behavior, teacher provides support to children who are angry/upset by assisting them with problem solving related to the challenging behavior.



2020-2021 North Idaho College Head Start School Readiness Goals within the High Scope Curriculum. Group statistics is reflective of the average scores of 180 four-year old’s who transitioned to kindergarten in Fall 2021. The High Scope curriculum focuses on children’s naturally occurring activities to measure performance, allowing for a broader assessment of each child’s development.

School Readiness Outcomes 2020-2021



*Developmental level for kindergarten school readiness is a 4 or higher

Special Services

NIC Head Start ensures that enrolled children with disabilities, including but not limited to those who are eligible for services under IDEA and their families, receive all applicable program services delivered in the least restrictive possible environment and that they fully participate in all program activities (Head Start Program Performance Standard 1302.60).

Percentage of children with disabilities enrolled in program: **19%**



Family Engagement

Parents are children's first and most important teachers. North Idaho College Head Start actively and intentionally engage parents, families, and the community in order to support the positive growth and development of young children. Family engagement is promoted through parent participation with a variety of activities. Information on parenting supports children in taking an active role in their children's care and education. In addition, Head Start parents and family caregivers are involved in program governance and volunteer in many areas of the program.

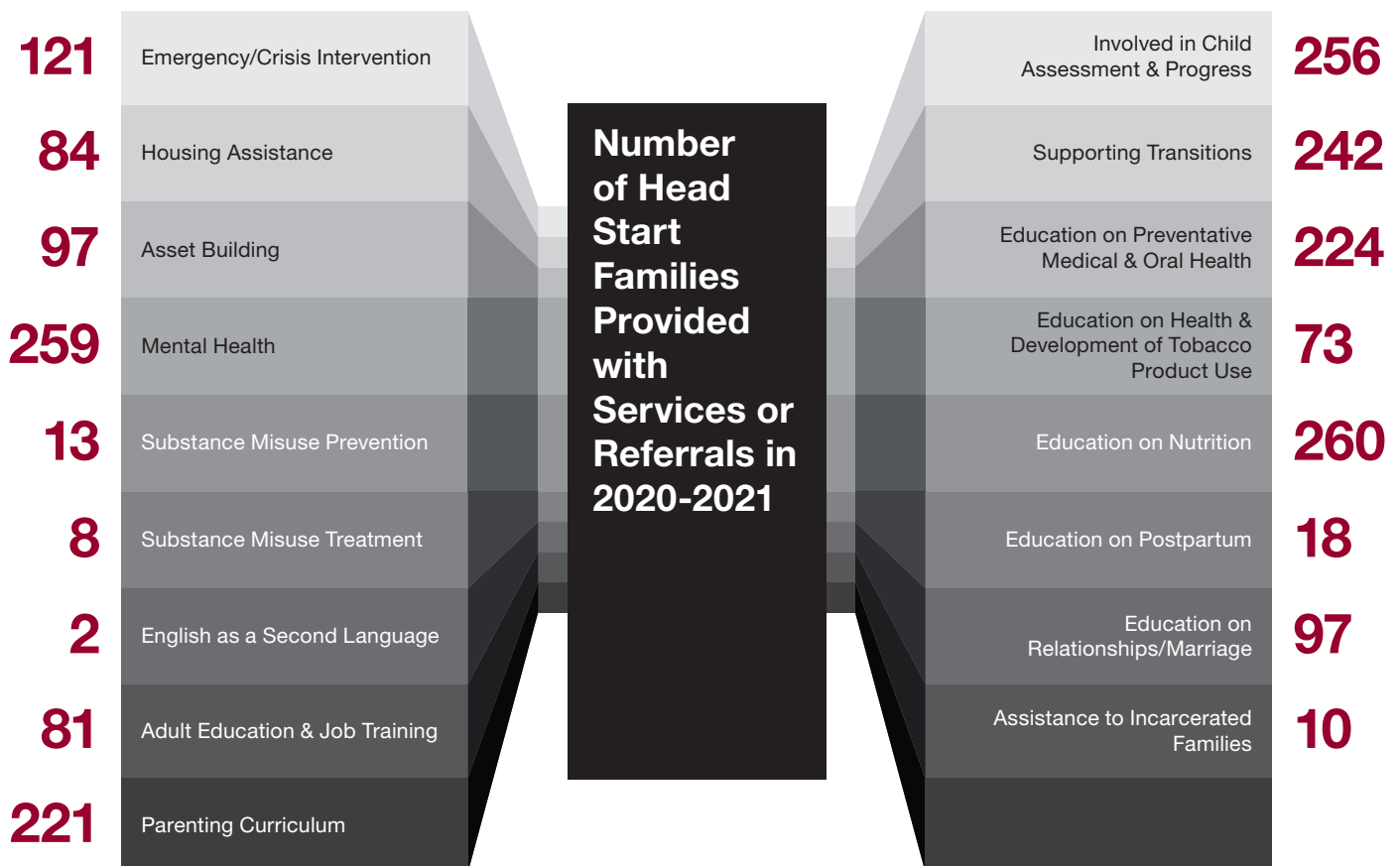
Family Services

Family engagement activities for the 2020-2021 school-year.

Many events were offered virtually to safely engage families.

Services were provided based on families needs.

- Program orientation
- Parent business meetings
- Parent education events
- Policy Council meetings
- Community Resource fairs
- Curriculum planning
- Classroom activities
- Field trips
- Home visits
- Parenting curriculum
- Father involvement activities
- Nutrition education workshops
- Take-home activities to connect with classroom learning
- Books home with families to increase literacy



Community assessment data helps to inform Head Start staff about services that are available in each community in order to help families reach established goals.



Medical & Dental Services

84%

Children received a medical exam

74%

Children received a dental exam

99%

Children have a medical provider

87%

Children have a dental provider

Nutrition Services

North Idaho College Head Start participates in USDA's Child and Adult Care Food Program (CACFP). Each center has a full kitchen in which nutritional and delicious meals are prepared each day. Meals are served family style, where children and teachers sit together at a table for a meal or snack and serve themselves. Serving themselves gives children time to practice skills like passing, pouring, and scooping foods. Family Style Meal procedures help children make healthy food choices by seeing positive attitudes from teachers and peers.

**Meals Served to
Head Start Children
in 2020-2021**

17,036

Breakfast meals

22,456

Lunch meals

5,440

Snacks

Budget Programs

2020-2021 Income & Expenses

Total Income	\$3,712,888
Federal Grant	\$3,297,055
USDA Reimbursement	\$122,833
TANF Funding	\$197,144
Harding Family Center Rentals	\$11,510
Donations	\$75
CARES	\$84,271

Total Expenses	\$3,712,888
Personnel	\$1,883,563
Fringe	\$775,542
Travel	-
Equipment	-
Supplies	\$491,577
Contractual	\$70,502
Staff Development	\$11,942
Other*	\$395,491
CARES	\$84,271

The Temporary Assistance for Needy Families (TANF) grant allows NIC Head Start to serve 19 children through state funding provided by the Idaho Department of Health and Welfare.

The annual audit was conducted by Eide Bailly in accordance with “Government Auditing Standards” issued by the Comptroller General of the United States, resulting in an “unqualified opinion.”

The audit report is available at nic.edu/about/FY2021AnnualFinancialReport.pdf

\$827,652.88

(Representing 100% of the required amount)

Head Start families and community volunteers generated a non-federal match (in-kind) to federal grant dollars through volunteer time and donations.

2021-2022 Projected Budget

Total Income	\$4,093,353
Federal Grant	\$3,346,180
USDA Reimbursement	\$196,509
TANF Funding	\$197,144
Harding Family Center Rentals	\$18,500
American Rescue Plan Funding	\$335,020

Total Expenses	\$4,093,353
Personnel	\$2,218,174
Fringe	\$808,108
Travel	\$15,625
Equipment	-
Supplies	\$281,206
Contractual	\$40,696
Staff Development	\$21,276
Other*	\$708,268

*Other category includes child services to include medical, dental, nutrition, and mental health/psychological/disability; fiscal audit; insurance; utilities; building leases; parent education; communications; maintenance and repair; Policy Council expenses; staff mileage; memberships; subscriptions; and advertising and printing.

HEAD START

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U.S. Department of Agriculture
Director, Center for Civil Rights Enforcement
1400 Independence Avenue, SW
Washington, DC 20250-9410



(202) 690-7442



program.intake@usda.gov

North Idaho Locations



North Idaho College Head Start – Central Office
411 N. 15th St.
Coeur d'Alene, ID 83814
(208) 666-6755



Community Early Learning Center
1470 W. Hanley Ave.
Coeur d'Alene, ID 83815
(208) 666-5493



Lakeland Head Start
14797 N. Kimo Ct.
Rathdrum, ID 83858
(208) 687-1682



Sandpoint Head Start
101 S. Euclid
Sandpoint, ID 83864
(208) 263-6232



Harding Head Start
411 N. 15th St.
Coeur d'Alene, ID 83814
(208) 666-6762



NIC Children's Center
1000 W. Garden Ave.
Coeur d'Alene, ID 83814
(208) 769-3471



Shoshone Head Start
123 W. Mission Ave.
Kellogg, ID 83837
(208) 784-5581



Julien Bucher Early Learning Center
6653 Chippewa St.
Bonners Ferry, ID 83805
(208) 267-5756



Post Falls Head Start
106 W. 9th Ave.
Post Falls, ID 83854
(208) 773-6164



St. Maries Head Start
1230 Main St.
St. Maries, ID 83861
(208) 245-6519