SJCSD Head Start Policy Council Meeting

The Yates Building

January 22, 2018

 5:45p.m.-7:15 p.m.

**M IN U T E S**

In Attendance:

Policy Council Members: Policy Council (PC) Parent Representative Adam Hardy (Osceola),

PC Parent Representative Nicole Newton (Osceola), PC Parent Representative Kelly Poole (Osceola), PC Parent Representative Patricia Turner (Crookshank), PC Parent Representative Nancy Clay (Crookshank), PC Parent Representative Valentina Gibson (Webster)

Head Start Staff: Head Start Director Mary Ann Holanchock, Early Childhood Services Director Brian McElhone, Receptionist /Clerk Sarah Strickland, Head Start Family and Community Partnerships/ ERSEA Facilitator Christine Croyle, Health/Nutrition /VPK Facilitator Donna Fenech

Excused Absences: PC Community Representative Ann Breidenstein (LTR), School Board Member Bill Mignon

 1. Call to Order/Roll Call

PC Chairperson Adam Hardy called the Policy Council meeting to order at 6:48 p.m. Roll was called by Receptionist /Clerk Sarah Strickland. There was a quorum.

 2. Welcome and Introductions

PC Chairperson Adam Hardy welcomed everyone to the meeting. PC parent members introduced themselves. Community Representatives shared something about their services available to our Head Start families.

 3. Request for Approval of the 2017 November Policy Council Meeting Minutes

A motion to approve the 2017 November Policy Council Meeting Minutes was made by PC Parent Representative Patricia Turner and seconded by PC Parent Representative Valentina Gibson. There was no discussion. The minutes were unanimously approved by all members present.

 4. Request for Approval of the 2017 November Head Start Budget Report

Head Start Director Mary Ann Holanchock presented the 2017 November Head Start Budget Report. A motion to approve the 2017 November Head Start Budget Report was made by PC Parent Representative Nancy Clay and seconded by PC Parent Representative Kelly Poole. There was no further discussion. The budget was unanimously approved by all members present.

 5. Presentation of the December Head Start Program Report

Head Start Director Mary Ann Holanchock reported on required Head Start services and program information for December 2017 including enrollment, wait list, Average Daily Attendance (ADA}, Head Start/VPK dual enrollment, credit card purchases, in-kind, VPK funds collected, dental/ health services and disabilities services.

 6. Approval of the 2018- 2019 SJCSD Head Start Refunding Application

A workshop was held for Policy Council members prior to the regular Policy Council Meeting to review the documents to be included in the 2018-2019 SJCSD Head Start Refunding Application. Policy Council members were given the opportunity to provide feedback, along with any revisions or additions to the application, during the workshop and previously during a planning meeting. School Board Member Bill Mignon participated in the Refunding Application Planning Meeting held on January 17, 2018. There were no revisions or additions requested during the Refunding Application Workshop.

A motion to approve the 2018- 2019 SJCSD Head Start Refunding Application was made by PC Parent Representative Valentina Gibson and seconded by PC Parent Representative Nicole Newton. There was no discussion. The 2018- 2019 SJCSD Head Start Refunding Application was unanimously approved by all members present.

 7. Annual Report

A motion to approve the 2016-2017 Annual Report was made by PC Parent Representative Valentina Gibson and seconded by PC Parent Representative Patricia Turner. There was no discussion. The 2016-2017 Annual Report was unanimously approved by all members present.

 8. Old Business

 There was no old business

 9. New Business

 There was no new business

 10. Adjournment

A motion for adjournment was called by PC Parent Representative Kelly Poole and seconded by PC Parent Representative Nicole Newton. The meeting was adjourned at 7:04 p.m.

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SJCSD Policy Council Chairman Adam Hardy Date