SJCSD Head Start Policy Council Meeting

The Yates Building

November 27, 2017

5:30 p.m.-7:00 p.m.

**M IN U T E S**

In Attendance:

Policy Council Members: Policy Council (PC)

PC Parent Representative Adam Hardy (Osceola), PC Parent Representative Nicole Newton (Osceola), PC Parent Representative Patricia Turner (Crookshank), PC Parent Representative Nancy Clay (Osceola), PC Parent Representative Valentina Gibson (Webster), PC Community Representative Ann Breidenstein (LTR)

Head Start Staff: Head Start Director Mary Ann Holanchock, Receptionist /Clerk Sarah Strickland

Excused Absences: School Board Member Bill Mignon and, PC Parent Representative Brittany Pimentel (South Woods)

1. Call to Order/Roll Call

Head Start Director Mary Ann Holanchock called the Policy Council meeting to order at 5:49 p.m. Roll was called by Receptionist /Clerk Sarah Strickland. There was a quorum.

2. Welcome and Introductions

Head Start Director Mary Ann Holanchock welcomed everyone to the meeting.

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

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

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

Head Start Director Mary Ann Holanchock presented the 2017 October Head Start Budget Report. A motion to approve the 2017 October Head Start Budget Report was made by PC Community Representative Ann Breidenstein and seconded by PC Parent Representative Nicole Newton. There was no further discussion. The budget was unanimously approved by all members present.

5. October Program Report

Head Start Director Mary Ann Holanchock reported on required Head Start services and program information for October 2017 including enrollment, 2017-2018 Enrollment and 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. Election of Officers

A motion to approve new PC Officers Adam Hardy for Chairperson, Nicole Newton for Vice chairperson was made by PC Parent Representative Valentina Gibson and seconded by PC Community Representative Ann Breidenstein. The motion was approved unanimously.

7. Approval of 2017 SJCSD Community Assessment

Head Start Director Mary Ann Holanchock shared with the Policy Council our Community Assessment. A motion to approve the 2017 Head Start Community Assessment was made by PC Community Representative Ann Breidenstein and seconded by PC Parent Representative Valentina Gibson. There was no discussion. The 2017 SJCSD Community Assessment was unanimously approved by all members present.

8. Approval of 2017 SJCSD Self – Assessment Program Information Report

Head Start Director Mary Ann Holanchock shared with the Policy Council our Self – Assessment Program Information Report. A motion to approve the 2017 Head Start Self – Assessment Program Information Report was made by PC Parent Representative Valentina Gibson and seconded by PC Parent Representative Nancy Clay. There was no discussion. The 2017 SJCSD

Self – Assessment Program Information Report was unanimously approved by all members present.

9. 2017-2018 ERSEA Plan

Head Start Director Mary Ann Holanchock went over the 2017-2018 ERSEA plan with Policy Council members. A motion to approve the 2017-2018 ERSEA Plan was made by PC Parent Representative Adam Hardy and seconded by PC Parent Representative Patricia Turner. There was no discussion. The 2017-2018 ERSEA Plan was unanimously approved by all members present.

10. Schedule Make-up Policy Council Make – Up Training Schedule

Head Start Director Mary Ann Holanchock will be contacting any members who have not attended one of the Head Start Policy Council trainings yet to reschedule.

11. Old Business

There was no old business.

12. New Business

There was no new business

13. Adjournment

A motion for adjournment was made by PC Representative Patricia Turner and seconded by PC Parent Representative Nicole Newman. The meeting was adjourned at 6:55 p.m.