**SJCSD Head Start Policy Council Meeting**

**The Webster School MKY Cafeteria**

**February 23, 2015**

**6:00 p.m. – 7:00p.m.**

**POLICY COUNCIL MEETING MINUTES**

In Attendance:

**Policy Council Members:** Policy Council (PC) Parent Representative Diane Degnan, PC Chair Roni Capo, PC Parent Representative Stephen Scaletti, PC Parent Representative Nancy Finley, PC Parent Representative Justin Parrish, PC Parent Representative Angelica Valenzuela, PC Community Representative Elaine Mathews, PC Parent Representative Betty Hodges

**Guests:**

**Head Start Staff:** Head Start Director Mary Ann Holanchock, Health/ Nutrition/ VPK Manager Donna Fenech, Head Start Family and Community Partnerships/ ERSEA Manager Christine Croyle, Receptionist /Clerk Sarah Strickland

**Excused Absences:** PC Parent Representative Jessica Tobler, PC Parent Representative William Rodriguez, PC Community Representative Von Raburn, PC Community Representative Bridget Van Landingham, PC Parent Representative Stan Berry, School Board Member Bill Mignon

1. Call to Order/Roll Call

PC Chair Roni Capo called the Policy Council meeting to order at 6:10 p.m. Roll was called by Receptionist /Clerk Sarah Strickland. There was a quorum.

 2. Welcome and Introductions

PC Parent chairperson Roni Collins welcomed everyone to the meeting. Policy Council members and Head Start staff introduced themselves.

3. Approval of 2015 January Policy Council Meeting Minutes

A motion to approve the 2015 January Policy Council Meeting Minutes was made by PC Parent Representative Angelica Valenzuela and seconded by PC Parent Representative Justin Parrish. There was no discussion. The minutes were unanimously approved by all members present.

 4. Approval of 2015 January Head Start Budget Report

Head Start Director Mary Ann Holanchock presented the 2015 Head Start Budget Report.

A motion to approve the 2015 January Head Start Budget Report was made by PC Parent Representative Stephen Scaletti and seconded by PC Parent Representative Diane Degnan. There was no discussion. The budget was unanimously approved by all members present.

5. Program Information Report

Head Start Director Mary Ann Holanchock reported on required Head Start services and program information for January 2015 including enrollment, wait list, Average Daily Attendance (ADA), Head Start/VPK dual enrollment, disabilities, dental and health services.

Head Start Director Mary Ann Holanchock shared that The Office of Head Start (OHS) conducted a Fiscal Integrity and Eligibility, Recruitment, Selection, Enrollment and Attendance ( ERSEA) review of the SJCSD Head Start Program from February 9, 2015 through February 13, 2015. Our Head Start program will be notified of our results in 60 to 90 days after the review. Our reviewer shared with us informally that he found no issues of non – compliance in any area of his review.

 6. Old Business

 There was no old business.

7. New Business

 There was no new business.

8. Adjourned

 The meeting was adjourned at 7:00 p.m.