SJCSD Head Start Policy Council Meeting

The Yates Building

September 25, 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 Lois Garman (Osceola), PC Parent Representative Chuck Garman (Osceola), PC Parent Representative Nicole Newton (Osceola), PC Parent Representative Adam Hardy (Osceola), PC Parent Representative Brittany Pimentel (South Woods) PC Parent Representative Patricia Turner (Osceola)

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

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

1. Call to Order/Roll Call

Head Start Director Mary Ann Holanchock called the Policy Council meeting to order at 6:05 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. Recognition of 2016-2017 Policy Council Members

Head Start Director Mary Ann Holanchock presented awards to Chuck and Lois Garman for their

outstanding dedication and service to Head Start and the Head Start Policy Council over the past several years.

4. Request for Approval of the 2017 August Policy Council Meeting Minutes

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

5. Request for Approval of the 2017 August Head Start Budget Report

Head Start Director Mary Ann Holanchock presented the 2017 August Head Start Budget Report. A motion to approve the 2017 August Head Start Budget Report was made by PC Representative Adam Hardy and seconded by PC Representative Brittany Pimentel. There was no further discussion. The budget was unanimously approved by all members present.

6. August 2017 Program Report

Head Start Director Mary Ann Holanchock reported on required Head Start services and program information for August 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.

Head Start Director Mary Ann Holanchock shared with members of the Policy Council that our assigned Head Start Region IV Program Specialist Sherice Ellison has expressed an interest in visiting our program in mid- November. The exact dates will be announced should she finalize plans to visit.

7. Approval of New Hires

Head Start Director Mary Ann Holanchock presented new hires for approval : South Woods Paraprofessional Robert Esquerra and South Woods Teacher Bilie Arthur.

A motion to approve the new hires was made by PC Representative Nicole Newton and seconded by PC Representative Brittany Pimentel. There was no discussion. The new hires were unanimously approved by all members present.

8. Transportation Waiver

Head Start Director Mary Ann Holanchock reported that she received approval for a transportation waiver from the Office of Head Start. Head Start requires a bus monitor for all buses transporting Head Start students. The waiver allows our program to provide limited monitors due to budget restraints.

9. Cost of Living Adjustment Award

Included in the Policy Council packet was a copy of our program’s Cost of Living Adjustment (COLA) Award in the amount of $10,009.00. This award will be used to offset the cost of 2017- 2018 salaries and benefits.

10. Training

Scheduling Policy Council New Member Training will be postponed until the director can receive more member feedback on a time and date that would accommodate most new members.

11. Election of Chairperson and Secretary

Elections were moved to the next meeting on Monday, November 27, 2017.

12. Old Business

There was no old business.

13. New Business

There was no new business

14. 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 7:10 p.m.