

**HEAD START Policy Council Meeting  
Wednesday, August 16, 2017  
Conference Call**

**ATTENDEES:**

Gloria Llanos-Divon	Early Learning Academy
Anthony Divon	Early Learning Academy
Angela Durant	Lansdale
Angela Ray	Pottstown
Toscha Blalock	Senior Director, EHS – Maternity Care Coalition
Paula Rice	Program Administrator, Head Start
Sherilyn Homans West	Family and Community Partnerships Supervisor

**I. WELCOME/INTRODUCTIONS:**

**A. Meeting called to order at 10:05a.m. by Sherilyn Homans West**

**II. OLD BUSINESS:**

**A. Approval of July 17, 2017 Policy Council Meeting Minutes**

**Motion:** It was moved by Anthony Divon and seconded by Toscha Blalock that the Head Start Policy Council approve the minutes of the July 17, 2017 Policy Council Meeting.

**Motion passed unanimously.**

- Gloria Llanos-Divon noted to Paula Rice that the individual with concerns mentioned at the previous Policy Council meeting reported that no contact was made. Paula Rice responded that she would contact the parent again.

**III. MEETING UPDATES FOR 2017-2018 SCHOOL YEAR:**

**A. Dissemination of Electronic Copy of Policy Council By-Laws**

**B. Approval of 2017-2018 Policy Council Training Location – Early Learning Academy Conference Room**

**Motion:** It was moved by Toscha Blalock and seconded by Angela Ray that the Head Start Policy Council approve the use of the Early Learning Academy Conference Room as the Location for the 2017-2018 Policy Council Training.

**Motion passed unanimously.**

**IV. REPORTS:**

**A. Approval of Program Updates/Reports**

**Motion:** It was moved by Angela Durant and seconded by Toscha Blalock that the Head Start Policy Council approve the Program Updates/Reports

**Motion passed unanimously.**

- Angela Ray reported that there may be difficulties enrolling in the Pottstown location due to the recent approval of full day Pre-K for Pottstown School District.
- Paula Rice reported that the search for another classroom location on the east end of Norristown is ongoing. Anthony Divon reported on two potential locations and will provide that information to Paula Rice. Anthony Divon and Gloria Llanos-Divon will ask representatives in the Norristown Area if locations are available.

#### **B. Approval of Child Plus Professional Development Training**

**Motion:** It was moved by Toscha Blalock and seconded by Angela Durant that the Head Start Policy Council approve attendance to the Child Plus Professional Development Training.

**Motion passed unanimously.**

#### **C. Approval of Early Childhood Education Summit Professional Development Conference**

**Motion:** It was moved by Angela Ray and seconded by Angela Durant that the Head Start Policy Council approve attendance to the Early Childhood Education Summit Professional Development Conference.

**Motion passed unanimously.**

#### **D. Approval of 2017-2018 Wage Structure Change**

**Motion:** It was moved by Toscha Blalock and seconded by Angela Ray that the Head Start Policy Council approve the 2017-2018 Wage Structure Change.

**Motion passed unanimously.**

- Toscha Blalock requested clarification on how the 2017-2018 Wage Structure will impact new employees and current employees with status changes.

### **V. FINANCIAL SERVICES REPORT:**

- A. Approval of Head Start Financial Report Year Two Grant**
- B. Approval of Head Start Financial Report Year Three Grant**

**Motion:** It was moved by Angela Ray and seconded by Angela Durant that the Head Start Policy Council approve items A & B of the Financial Services Report.

**Motion passed unanimously.**

**VI. CENTER REPORTS:**

- Nothing to report at this time.

**VII. UPCOMING MEETING SCHEDULE & RESPONSIBILITIES:**

- A. 2017-2018 Policy Council Training Scheduled for September 11 & 12, 2017, from 10:30a-1:30p in the Early Learning Academy Conference Room.**
- B. Next Policy Council meeting scheduled for Monday, September 18, 2017, from 10:30a-12:30p in the Early Learning Academy Conference Room.**

**VIII. ADJOURNMENT:**

- A. Approval for Adjournment of August 16, 2017 Head Start Policy Council Meeting.**

**Motion:** It was moved by Angela Ray and seconded by Angela Durant that the Head Start Policy Council approve the adjournment of the August 16, 2017 Policy Council Meeting.

**Motion passed unanimously.**

- B. Meeting adjourned at 11:05a.m. by Sherilyn Homans West.**