

**HEAD START Policy Council Meeting
Monday, February 12, 2018
Early Learning Academy, 1605 W. Main St., Norristown 19401**

ATTENDEES:

Yahayra Quintero	Co-Chairperson, Ambler
Angela Ray	Co-Chairperson, Pottstown
Claudia Castro-Diaz	Secretary, Souderton
Angela Durant	Lansdale
John Rosales	Pottstown
Bill England	MCIU Board of Directors Representative
Dr. Lois Robinson	Director, Office of Student Services, MCIU
Paula Rice	Program Administrator, Head Start
Sherilyn Homans West	Family & Community Partnerships Supervisor
Bill Huebner	Head Start T/TA
Gloria Llanos-Divon	Prospective Community Representative

I. WELCOME/INTRODUCTIONS:

A. Meeting called to order at 10:34a.m. by Angela Ray.

II. OLD BUSINESS:

A. Approval of January 8, 2018 Policy Council Meeting Minutes

Motion: It was moved by Angela Durant and seconded by John Rosales that the Head Start Policy Council approve the minutes of the January 8 and January 11, 2018 Policy Council Meetings.

Motion passed unanimously.

- It was noted that due to low attendance a conference call was held on January 11, 2018 for voting on the January 8 Policy Council agenda items.

III. REPORTS:

A. Approval of February 2018 Program Reports

Motion: It was moved by Angela Ray and seconded by Angela Durant that the Head Start Policy Council approve the February 2018 Program Reports.

Motion passed unanimously.

- Paula Rice informed the Council that a revised calendar would be released on Tuesday, February 20, to include the make-up days from inclement weather. Additional information was provided on what the inclement weather policy currently is, and that changes for upcoming years would be necessary.

- Angela Ray provided insight on the self-assessment meeting held on February 9, 2018, specifically noting the in-kind requirements. A separate Parent Involvement Committee was developed, with Yahayra Quintero taking the lead.
- Paula Rice provided information regarding Alicia Evans being named the new Practice Based Coaching Coach.

IV. FISCAL SERVICES REPORT:

A. Approval of Head Start Financial Report Year Three Grant, February 2018

Motion: It was moved by Angela Durant and seconded by John Rosales that the Head Start Policy Council approve the Head Start Financial Report Year Three Grant, February 2018.

Motion passed unanimously.

V. CENTER UPDATES:

A. Approval of February 2018 Center Updates

Motion: It was moved by Yahayra Quintero and seconded John Rosales that the Head Start Policy Council approve the February 2018 Center Updates.

- Ambler representative provided information regarding class picture plans.
- Lansdale representative reported that Manna on Main's presentation at the last Parent Committee Meeting was inspiring and garnered a lot of support from the parent group. Angela Durant noted that the FEW is starting the kindergarten registration process with all families.
- Pottstown representatives reported that the Pottstown School District kindergarten registration meeting for parents was only provided in Spanish. John Rosales noted that the Pottsgrove School District meeting is scheduled. John Rosales also mention that the Foster Grandparent volunteers were not willing to continue volunteering, even with transportation assistance from parents; they wanted the stipend. Angel Ray reported that Parent Teacher Conference sign-ups were not present for all classrooms, only some.
- Souderton representative reported on weekly parent activities in which children receive certificates if their parent participates. Claudia Castro-Diaz also noted that the librarian now visits once per month to both classrooms.

VI. PRESENTATION BY CLAUDIA CASTRO-DIAZ, SECRETARY, SOUDERTON

VII. UPCOMING MEETING SCHEDULE & RESPONSIBILITIES:

- A. Next Policy Council meeting scheduled for Monday, March 19, 2018, from 10:30a-12:30p in the Conference Room of Early Learning Academy, 1605 W. Main St., Norristown 19401**

VIII. ADJOURNMENT:

- A. Approval for Adjournment of February 12, 2018 Head Start Policy Council Meeting.**

Motion: It was moved by Angela Ray and seconded by John Rosales that the Head Start Policy Council approve the adjournment of the February 12, 2018 Policy Council Meeting.

Motion passed unanimously.

- B. Meeting adjourned at 12:51p.m. by Yahayra Quintero.**