

**HEAD START Policy Council Meeting
Monday, July 11, 2016
Chaps Taproom & Sports Grill
2509 West Main Street, Jeffersonville, PA 19403**

ATTENDEES:

Dr. Lois Robinson	Director of Student Services
Jack Hurd	Director of Human Resources
Ashley Berger	Human Resources Specialist
Sherilyn Homans West	Family/Community Partnerships Supervisor
Samantha Bader	Health and Wellness Supervisor
Ann Wilson	Education Supervisor
Paula Rice	Education Supervisor
Cindy Heckman	Early Learning Administrative Assistant
Lakiesha Clark	Family Engagement Worker
Vanessa Diaz	Early Learning Account Specialist
Maria Jose Battaglia	Interpretive Services
Adair Hightower	Lansdale, Policy Council Chairperson
Anthony Divon	Marshall
Gloria Llanos-Divon	Marshall
Jenna Vazquez Martinez	Marshall

I. WELCOME/INTRODUCTIONS:

A. Meeting called to order at 11:40 a.m. by Adair Hightower.

II. REVIEW AND APPROVAL OF MINUTES:

A. Approval of June 6, 2016 Meeting Minutes

Motion: It was moved by Gloria Llanos-Divon and seconded by Anthony Divon that the Head Start Policy Council approve the minutes of the June 6, 2016 Council Meeting.

Motion passed unanimously.

III. DIRECTOR'S REPORT:

A. Approval of Director's Report

Motion: It was moved by Gloria Llanos-Divon and seconded by Anthony Divon that the Head Start Policy Council approve the July 2016 Director's Report.

Motion passed unanimously.

B. Approval of Corrective Action Plan for Deficiency

Motion: It was moved by Gloria Llanos-Divon and seconded by Jenna Vazquez Martinez that the Head Start Policy Council approve the Head Start Corrective Action Plan for Deficiency document.

Motion passed unanimously.

- Administrative team and Adair Hightower signed the Certification of Head Start Corrective Action Plan.

IV. FINANCIAL SERVICES REPORT:

A. Approval of Financial Report Fiscal Year 2015-2016

Motion: It was moved by Anthony Divon and seconded by Gloria Divon that the Head Start Policy Council approve the Financial Report Fiscal Year 2015-2016.

Motion passed unanimously.

B. Approval of Financial Report Fiscal Year 2016-2017

Motion: It was moved by Anthony Divon and seconded by Gloria Vazquez Martinez that the Head Start Policy Council approve the Financial Report Fiscal Year 2016-2017.

Motion passed unanimously.

V. FAMILY AND COMMUNITY PARTNERSHIPS REPORT:

A. Approval of Community Partnerships Report

Motion: It was moved by Anthony Divon and seconded by Jenna Vazquez Martinez that the Head Start Policy Council approve the June 2016 Community Partnerships Report.

Motion passed unanimously.

VI. HUMAN RESOURCES REPORT:

A. Approval of Human Resources Report

Motion: It was moved by Jenna Vazquez Martinez and seconded by Gloria Divon that the Head Start Policy Council approve the July 11, 2016 Human Resources Report.

Motion passed unanimously.

VII. CENTER REPORTS:

A. Approval of Center Reports

Motion: It was moved by Jenna Vazquez Martinez and seconded by Anthony Divon that the Head Start Policy Council approve the Center Reports.

Motion passed unanimously.

- Jenn Vazquez Martinez inquired about transportation difficulties some parents may experience with getting their children to and from school.

VIII. OTHER:

IX. UPCOMING MEETING SCHEDULE & RESPONSIBILITIES:

A. The next Policy Council meeting is scheduled for Monday, August 15, 2016 from 10:30 a.m.-12:30 a.m.

**B. Schedule for upcoming Policy Council Meetings:
Sept 13 - Tuesday**

X. ADJOURNMENT

A. Approval for Adjournment of July 2016 Head Start Policy Council Meeting.

Motion: It was moved by Anthony Divon and seconded by Gloria Llanos-Divon that the Head Start Policy Council approve the adjournment of the meeting.

Motion passed unanimously.

B. Meeting adjourned at 12:40 p.m by Adair Hightower.