



MCIU HEAD ★ START

2 West Lafayette Street | Norristown PA 19401 | 484-868-9800 | www.mciu.org

**HEAD START Policy Council Meeting
Monday, June 12, 2017
MCIU – Washington Conference Room A**

ATTENDEES:

Moises Tula	Chairperson, Souderton
Donna Malcolm	Secretary, Abington
Gloria Llanos-Divon	Early Learning Academy
Angela Durant	Lansdale
Jack Hurd	Director, Human Resources
Paula Rice	Program Administrator, Head Start
Vanessa Diaz	Early Learning Accounting Specialist
Ashley Berger	Personnel Coordinator
Sherilyn Homans West	Family and Community Partnerships Supervisor
Ann Wilson	Education Supervisor
Jennifer Lowe	Education Supervisor
Nicole Buckley	Education Supervisor
Alicia Evans	Disabilities Supervisor
Samantha Bader	Health and Wellness Coordinator
Carly Weist	Health and Wellness Assistant
Camila Anderson	Head Start Administrative Assistant
Francine Eluden	Interpretive Services

I. WELCOME/INTRODUCTIONS:

A. Meeting called to order at 10:45a.m. by Donna Malcolm.

II. APPOINTMENT AND APPROVAL OF INTERIM CHAIRPERSON, DONNA MALCOLM:

Motion: It was moved by Gloria Llanos-Divon and seconded by Angela Durant that the Head Start Policy Council appoint and approve Donna Malcolm as Chairperson of the June 12, 2017 Policy Council.

Motion passed unanimously.

III. OLD BUSINESS:

A. Approval of May 8, 2017 Policy Council Meeting Minutes

Motion: It was moved by Gloria Llanos-Divon and seconded by Angela Durant that the Head Start Policy Council approve the minutes of the May 8, 2017 Policy Council Meeting.

Motion passed unanimously.



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- Paula Rice reported that new mulch will be delivered to Abington playground over the summer.

IV. DIRECTOR'S REPORT:

A. Approval of Director's Report

Motion: It was moved by Gloria Llanos-Divon and seconded by Angela Durant that the Head Start Policy Council approve the June 2017 Director's Report.

Motion passed unanimously.

V. FINANCIAL SERVICES REPORT:

A. Approval of Head Start Financial Report Year Two Grant

Motion: It was moved by Gloria Llanos-Divon and seconded by Angela Durant that the Head Start Policy Council approve the June 2017 Head Start Financial Report Year Two Grant.

Motion passed unanimously.

B. Approval to submit COLA Application to federal government, pending funding allocation notification

Motion: It was moved by Gloria Llanos-Divon and seconded by Angela Durant that the Head Start Policy Council approve to submit COLA Application to federal government, pending funding allocation notification.

Motion passed unanimously.

- Donna Malcolm and Paula Rice signed the Certification of MCIU Head Start COLA Application Submission.

VI. EDUCATION REPORT:

A. Approval of Education Report

Motion: It was moved by Gloria Llanos-Divon and seconded by Moises Tula that the Head Start Policy Council approve the June 2017 Education Report.

Motion passed unanimously.

VII. FAMILY AND COMMUNITY PARTNERSHIPS REPORT:

A. Approval of Community Partnerships Report



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Motion: It was moved by Gloria Llanos-Divon and seconded by Moises Tula that the Head Start Policy Council approve the June 2017 Community Partnerships Report.

Motion passed unanimously.

VIII. HEALTH AND WELLNESS REPORT:

A. Approval of Health and Wellness Report

Motion: It was moved by Moises Tula and seconded by Angela Durant that the Head Start Policy Council approve the June 2017 Health and Wellness Report.

Motion passed unanimously.

IX. HUMAN RESOURCES REPORT:

A. Approval of Human Resources Report

B. Approval of End of Year/Signing Bonus

Motion: It was moved by Angela Durant and seconded by Moises Tula that the Head Start Policy Council approve items A and B of the June 2017 Human Resources Report.

Motion passed unanimously.

- Gloria Llanos-Divon reported that she would be willing to pass out recruitment flyers at events she attends. Ashley Berger will forward the employment flyers.

X. CENTER REPORTS:

A. Approval of Center Reports

Motion: It was moved by Moises Tula and seconded by Angela Durant that the Head Start Policy Council approve the June 2017 Center Reports.

Motion passed unanimously.

- Gloria Llanos-Divon requested information about former parents volunteering in the classroom, on Parent Committees, and on Policy Council. Sherilyn Homans West clarified that any parent can volunteer in the classroom and can be voted to sit on the Policy Council by current members as a Community Representative. However, Parent Committees are reserved for parents of currently enrolled children.



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- Angela Durant expressed gratitude to staff for the efforts made attempting to accommodate the language concerns at the Lansdale site. She requested information on possible location changes – none at this time.
- Moises Tula requested that speed/safety signs be provided to the Souderton site because of high-speed traffic at school crossing. He also requested information be provided to families prior to start of school concerning parking safety (i.e. turning off car when dropping of children).

XI. UPCOMING MEETING SCHEDULE & RESPONSIBILITIES:

- A. The next Policy Council meeting is scheduled for July 17, 2017 from 10:30 a.m.-12:00 p.m. in Washington A Conference Room**

XII. ADJOURNMENT:

- A. Approval for Adjournment of June 12, 2017 Head Start Policy Council Meeting.**

Motion: It was moved by Gloria Llanos-Divon and seconded by Moises Tula that the Head Start Policy Council approve the adjournment of the June 12, 2017 Policy Council Meeting.

Motion passed unanimously.

- B. Meeting adjourned at 11:25 a.m. by Donna Malcolm.**