

**HEAD START Policy Council Meeting
Monday, March 26, 2018
Early Learning Academy, 1605 W. Main St., Norristown 19401**

ATTENDEES:

Angela Ray	Co-Chairperson, Pottstown
Sarefa Hamed	Abington
Marie Arteaga	Early Learning Academy
John Rosales	Pottstown
Marta Pecharo	Schwenksville
Jennifer Scott	Upper Dublin
Karen Washington	Family and Community Engagement Coordinator, EHS
Dr. Lois Robinson	Director, Office of Student Services, MCIU
Paula Rice	Program Administrator, Head Start
Sherilyn Homans West	Family & Community Partnerships Supervisor

I. WELCOME/INTRODUCTIONS:

A. Meeting called to order at 10:35a.m. by Sherilyn Homans West.

II. OLD BUSINESS:

A. Approval of Head Start Policy Council Meeting Minutes from Monday, February 12, 2018

Motion: It was moved by John Rosales and seconded by Karen Washington that the Head Start Policy Council approve the Head Start Policy Council Meeting Minutes from Monday, February 12, 2018.

Motion passed unanimously.

- It was noted by Paula Rice that revised calendars for the snow days from previous weeks will be distributed as soon as developed. It was also noted that the self-assessment information and annual report will be uploaded to the MCIU website soon.

III. REPORTS:

A. Approval of March 2018 Program Reports

Motion: It was moved by Jennifer Scott and seconded by Sarefa Hamed that the Head Start Policy Council approve the March 2018 Program Reports.

Motion passed unanimously.

- Paula Rice provided information regarding the MCIU MontCo Works Now program offered to eligible individuals.

- Paula Rice noted that additional playground and classroom equipment has been ordered, including curriculum studies and materials to enhance learning.
- Paula Rice informed the Council that the Continuation Grant Application was submitted without response. She reported that additional State Supplemental funds will be requested for additional slots.

B. Approval of 2018-2019 SY Application

Motion: It was moved by Marta Pecharo and seconded by Marie Arteaga that the Head Start Policy Council approve the 2018-2019 SY Applications, with provisions.

Motion passed unanimously.

- Sherilyn Homans West will revise the 2018-2019 SY Application to remove three questions and include an additional, optional resource section at the end. It will be disseminated to all Policy Council members immediately upon completion.

IV. FISCAL SERVICES REPORT:

A. Approval of Head Start Budget Revision Year Three Grant

Motion: It was moved by Sarefa Hamed and seconded by John Rosales that the Head Start Policy Council approve the Head Start Budget Revision Year Three Grant.

Motion passed unanimously.

- Certification of MCIU Head Start Budget Revision Year Three Grant was signed by Angela Ray, Co-Chairperson, Sandy Edling, Assistant Director of the Business Office, and Dr. Lois Robinson, Director of the Office of Student Services.

B. Approval of Head Start Financial Report Year Three Grant, March 2018

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

Motion passed unanimously.

- Sarefa Hamed requested information about the possibility of providing Halal or Kosher foods for children with dietary restrictions due to religious preferences. Paula Rice will forward information to Sam Bader for discussion.

V. CENTER UPDATES:

A. Approval of March 2018 Center Updates

Motion: It was moved by Marta Pecharo and seconded Marie Arteaga that the Head Start Policy Council approve the March 2018 Center Updates.

- Abington representative requested parent names/contact information for assistance with planning end of year festivities with parents.
- Ambler representative reported that Picture Day was successful and End of Year Celebration planning has started.
- Early Learning Academy representative provided updates on successful Parent Workshop events and NASD kindergarten registration process.
- Lansdale representative reported no complaints, with a successful Picture Day, and high parent attendance at crafting class sessions.
- Pottstown representative reported a successful Picture Day and no issues. John Rosales inquired about additional safety procedures surrounding gun policy and school shootings. Dr. Robinson informed the Council that the MCIU is currently awaiting PA legislature to develop a threat assessment model to address such concerns, but that these plans would be based through each independent school district. She reported that MCIU hosted a pannel discussion regarding these issues in Montgomery County in support of such actions.
- Schwenksville representative reported that a YMCA representative provided information to families and solicited for assistance with end of year festivity planning. Marta Pecharo requested updates on increasing technological tools for parent communication. Paula Rice reported that IT is now involved, but that any updates would occur over the summer months.
- Upper Dublin representative reported the children are very excited for the upcoming library field trips and parents find that the drop-off in the front of the building is easier.

VI. UPCOMING MEETING SCHEDULE & RESPONSIBILITIES:

- A. Next Policy Council meeting scheduled for Monday, April 16, 2018, from 10:30a-12:30p at the Abington Site, 970 Highland Ave., Abington 19001**

VII. ADJOURNMENT:

- A. Approval for Adjournment of March 26, 2018 Head Start Policy Council Meeting.**

Motion: It was moved by Sarefa Hamed and seconded by Marie Arteaga that the Head Start Policy Council approve the adjournment of the March 26, 2018 Policy Council Meeting.

Motion passed unanimously.

B. Meeting adjourned at 12:57p.m. by Angela Ray.