

**HEAD START Policy Council Meeting  
Monday, April 16, 2018  
Early Learning Academy, 1605 W. Main St., Norristown 19401**

**ATTENDEES:**

Angela Ray	Co-Chairperson, Pottstown
Yahayra Quintero	Co-Chairperson, Ambler
Sarefa Hamed	Abington
Marie Arteaga	Early Learning Academy
Angela Durant	Lansdale
Marta Pecharo	Schwenksville
Jennifer Scott	Upper Dublin
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 Angela Ray.**

**II. OLD BUSINESS:**

**A. Approval of Head Start Policy Council Meeting Minutes from Monday, March 26, 2018**

**Motion:** It was moved by Angela Durant and seconded by Sarefa Hamed that the Head Start Policy Council approve the Head Start Policy Council Meeting Minutes from Monday, March 26, 2018.

**Motion passed unanimously.**

**III. REPORTS:**

**A. Approval of April 2018 Program Reports**

**Motion:** It was moved by Angela Durant and seconded by Marta Pecharo that the Head Start Policy Council approve the April 2018 Program Reports.

**Motion passed unanimously.**

- Paula Rice provided information regarding the School Safety Symposium. Concerns regarding parents opening doors for other parents at the ELA site will be addressed in upcoming months.
- Paula Rice reported that a waiver in conjunction with in home activities will be utilized to make up excess snow days at sites where snow make up days cannot be fully made up.
- Paula Rice noted that the program administration is currently searching for funding for a summer kindergarten readiness program.

- Marta Pecharo noted that starting a farm to school program would be very beneficial for the children, even if it must start small with container gardens.

**IV. FISCAL SERVICES REPORT:**

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

**Motion:** It was moved by Angela Durant and seconded by Marie Arteaga that the Head Start Policy Council approve the Head Start Financial Report Year Three Grant, April 2018.

**Motion passed unanimously.**

**V. CENTER UPDATES:**

**A. Approval of April 2018 Center Updates**

**Motion:** It was moved by Angela Durant and seconded Sarefa Hamed that the Head Start Policy Council approve the April 2018 Center Updates.

- Abington representative noted that space was provided at site for Parent Volunteer Workshops – teachers and parents are very happy. End of Year celebration preparation has begun.
- Ambler representative reported that End of Year celebration preparation has begun.
- Early Learning Academy representative reported that End of Year celebration preparation is almost complete – with invitations and donations being collected.
- Lansdale representative reported that Picture Day pictures have been successfully distributed to all parents.
- Pottstown representative reported that a space in the site library is being cleared for the children. It was also reported that additional handicap parking spaces are needed due to high volume of handicap parents at site.
- Schwenksville representative reported new RSVP parent trainer attended last meeting, along with Einstein Nutrition representative. Parents and children enjoyed the presentations. The parents of the site are currently working on an affordable End of Year celebration plan.

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

**A. Next Policy Council meeting scheduled for Monday, May 14, 2018 from 10:30a-12:30p in the Small Conference Room of the Souderton Site, 105 W. Chestnut St., Souderton 18964.**

**VII. ADJOURMENT:**

**A. Approval for Adjournment of April 16, 2018 Head Start Policy Council Meeting.**

**Motion:** It was moved by Marta Pecharo and seconded by Angela Durant that the Head Start Policy Council approve the adjournment of the April 16, 2018 Policy Council Meeting.

**Motion passed unanimously.**

**B. Meeting adjourned at 11:55a.m. by Angela Ray.**