HEAD START Policy Council Meeting  
Monday, November 14, 2016  
MCIU – Washington Conference Room A

ATTENDEES:
Moises Tula Chairperson, Souderton  
Monica Gutierrez Vice Chairperson, Ambler  
Donna Malcolm Secretary, Abington  
Gloria Llanos-Divon Early Learning Academy  
Angela Durant Lansdale  
Angela Ray Pottstown  
Francine Elmder Interpretive Services  
Dr. Lois Robinson Director of Student Services  
Tina Viletto Director of Community and Government Relations  
Ashley Berger Personnel Coordinator  
Vanessa Diaz Early Learning Account Specialist  
Sherilyn Homans West Family/Community Partnerships Supervisor  
Jennifer Lowe Education Supervisor  
Alicia Evans Disabilities Supervisor  
Samantha Bader Health and Wellness Coordinator  
Camila Anderson Head Start Administrative Assistant  
Ruth Lastra Family Engagement Worker

I. WELCOME/INTRODUCTIONS:  
   A. Meeting called to order at 10:38 a.m. by Moises Tula.

II. REVIEW AND APPROVAL OF MINUTES:  
   A. Approval of October 17, 2016 Meeting Minutes

      Motion: It was moved by Donna Malcolm and seconded by Angela Ray that the Head Start Policy Council approve the minutes of the October 17, 2016 Policy Council Meeting.

      Motion passed unanimously.

III. DIRECTOR’S REPORT: 
   A. Approval of Director’s Report

      Motion: It was moved by Angela Ray and seconded by Donna Malcolm that the Head Start Policy Council approve the November 2016 Director’s Report.

      Motion passed unanimously.
IV. **FINANCIAL SERVICES REPORT:**
   A. Approval of Head Start Financial Report Year One Grant

   **Motion:** It was moved by Angela Ray and seconded by Monica Gutierrez that the Head Start Policy Council approve the Head Start Financial Report Year One Grant.

   Motion passed unanimously.

   B. Approval of Head Start Financial Report Year Two Grant

   **Motion:** It was moved by Donna Malcolm and seconded by Angela Ray that the Head Start Policy Council approve the Head Start Financial Report Year Two Grant.

   Motion passed unanimously.

V. **FAMILY AND COMMUNITY PARTNERSHIPS REPORT:**
   A. Approval of Community Partnerships Report

   **Motion:** It was moved by Angela Ray and seconded by Angela Durant that the Head Start Policy Council approve the November 2016 Community Partnerships Report.

   Motion passed unanimously.

   B. Approval of Lil’ Sports Program

   **Motion:** It was moved by Angela Ray and seconded by Angela Durant that the Head Start Policy Council approve the Lil’ Sports Program.

   Motion passed unanimously.

VI. **HUMAN RESOURCES REPORT:**
   A. Approval of Human Resources Report

   **Motion:** It was moved by Donna Malcolm and seconded by Gloria Llanos-Divon that the Head Start Policy Council approve the November 2016 Human Resources Report.

   Motion passed unanimously.

VII. **CENTER REPORTS:**
   A. Approval of Center Reports

   **Motion:** It was moved by Donna Malcolm and seconded by Angela Ray that the Head Start Policy Council approve the November 2016 Center Reports.
Motion passed unanimously.

- Monica Gutierrez expressed concerns regarding Ambler site supplies and school pictures for families.

- Gloria Llanos-Divon expressed interest in hiring traffic director for ELA and obtaining traffic signs/supplies to assist with parking concerns.

- Moises Tula expressed concerns regarding Souderton site supplies and school pictures for families.

- Donna Malcolm expressed concerns regarding child assessment and individualized curriculum for advanced learners.

VIII. OTHER

IX. UPCOMING MEETING SCHEDULE & RESPONSIBILITIES:
   A. The next Policy Council meeting is scheduled for Monday, December 12, 2016 from 10:30 a.m.-12:30 p.m. in Washington Conference Room A.

X. ADJOURNMENT
   A. Approval for Adjournment of November 14, 2016 Head Start Policy Council Meeting.

   **Motion:** It was moved by Angela Ray and seconded by Gloria Llanos-Divon that the Head Start Policy Council approve the adjournment of the November 14, 2016 Policy Council Meeting.

   **Motion passed unanimously.**

   B. Meeting adjourned at 12:41 p.m. by Moises Tula.