

HEAD START Policy Council Meeting
Monday, November 6, 2017
Early Learning Academy, 1605 W. Main St., Norristown 19401

ATTENDEES:

Angela Ray	Co-Chairperson, Pottstown
Yahayra Quintero	Co-Chairperson, Ambler
Angela Durant	Lansdale
John Rosales	Pottstown
Marta Pecharo	Schwenksville
Jennifer Scott	Upper Dublin
Kristen Barrett	Director, WIC
Karen Washington	Family & Community Engagement Coordinator, EHS
Dr. Lois Robinson	Director, Office of Student Services
Paula Rice	Program Administrator, Head Start
Nicole Buckley	Education Supervisor
Sherilyn Homans West	Family & Community Partnerships Supervisor
Samantha Bader	Health & Nutrition Coordinator
Bill England	MCIU Board Member
Kathy Fisher	Policy Director, Coalition Against Hunger

I. WELCOME/INTRODUCTIONS:

A. Meeting called to order at 10:30a.m. by Angela Ray.

II. PRESENTATION BY BILL ENGLAND AND KATHY FISHER, COALITION AGAINST HUNGER

- Power Point presentation provided to Parents regarding policy changes effecting nutrition programs such as the National School Lunch Program, SNAP, and local food pantries.
- Information at www.hungercoalition.org and SNAP hotline 215-430-0556.
- Statistics on how many children receive food assistance and the importance of maintaining funding for nutrition programs for low income families.
- Advocacy efforts are encouraged through parent stories and sharing personal experiences/impacts of such programs.

III. OLD BUSINESS:

A. Approval of October 16, 2017 Policy Council Meeting Minutes

Motion: It was moved by Marta Pecharo and seconded by Angela Durant that the Head Start Policy Council approve the minutes of the October 16, 2017 Policy Council Meeting.

Motion passed unanimously.

- John Rosales noted that there has been no police presence to handle the Pottstown site parking issues to date. People continue to park in front of main entrance and on wrong sides of the road, causing safety concerns. Jennifer Lowe will be contacted to see if local police can help to monitor.

IV. REPORTS:

A. Approval of November, 2017 Program Reports

Motion: It was moved by Kristen Barrett and seconded by Angela Durant that the Head Start Policy Council approve the November, 2017 Program Reports.

Motion passed unanimously.

- Dr. Lois Robinson noted that contact with Lori Hobough was made including plans to close a classroom at the Pottstown location and move those seats to an area in Norristown. Sites closer to the east end of Norristown are being investigated to accommodate the walking population. Deadline for decision in December, 2017. John Rosales and Marta Pecharo noted that transportation to the Pottstown location could be causing lower enrollment numbers in that area.
- Samantha Bader provided clarification regarding immunization requirements and documentation needed from parents/physicians. Paula Rice noted that flu shot is recommended by CDC but not a requirement for our program.
- Angela Durant encouraged investigation into reading incentive programs to increase reading/literacy skills for the children. Jennifer Scott noted that TD Bank has such programs and provides monetary incentives.

V. FISCAL SERVICES REPORT:

A. Approval of Head Start Financial Report Year Three Grant

Motion: It was moved by Jennifer Scott and seconded by Angela Durant that the Head Start Policy Council approve the Head Start Financial Report Year Three Grant.

Motion passed unanimously.

- The Council determined that investigation into electronic software to connect home to school be considered. They would like to have an electronic way of communicating directly to the teachers and vice-versa. Use of an automated voicemail system is desired.

VI. CENTER UPDATES:

A. Approval of November, 2017 Head Start Center Updates

Motion: It was moved by Angela Durant and seconded by Jennifer Scott that the Head Start Policy Council approve the November, 2017 Center Updates.

- Ambler requested that holiday events be permitted with permission slips for approval from parents. Paula Rice encouraged creativity to have celebrations, not around holidays to stay in line with current policy requirements.
- Lansdale noted that the Parent Committee Meeting has a lot more people involved and the FEW, Olivia Harvey, made it very welcoming. More Spanish speaking families, no need for Arabic/Bengali.
- Upper Dublin requested that the gate to the entrance of the classroom be left open for longer so that parents can enter the area easily. Parking is a concern as Head Start families are parking in no parking zones and many children are around. Paula Rice will communicate with the Principal to see about gate and will draft letter to address safety concerns with parking.

VII. UPCOMING MEETING SCHEDULE & RESPONSIBILITIES:

- A. Next Policy Council meeting scheduled for Monday, January 8, 2017, from 10:30a-12:30p in the Conference Room of Early Learning Academy, 1605 W. Main St., Norristown 19401**
- Angela Ray and Sherilyn Homans West inquired about December, 2017 Policy Council Social. The Council agreed. Plans will be drafted by the Policy Council officers.

VIII. ADJOURNMENT:

A. Approval for Adjournment of November 6, 2017 Head Start Policy Council Meeting.

Motion: It was moved by Angela Durant and seconded by Marta Pecharo that the Head Start Policy Council approve the adjournment of the November 6, 2017 Policy Council Meeting.

Motion passed unanimously.

B. Meeting adjourned at 12:47p.m. by Angela Ray.