

**HEAD START Policy Council Meeting
Monday, October 16, 2017
Pottstown Site, Library, 920 Morris St., Pottstown 19464**

ATTENDEES:

Sarefa Hamed	Abington
Yahayra Quintero	Ambler
Angela Ray	Pottstown
John Rosales	Pottstown
Marta Pecharo	Schwenksville
Claudia Castro-Diaz	Souderton
Kristen Barrett	Director, WIC
Paula Rice	Program Administrator, Head Start
Jennifer Lowe	Education Supervisor
Sherilyn Homans West	Family and Community Partnerships Supervisor
Stacy Ayres	Family Engagement Worker, Pottstown

I. WELCOME/INTRODUCTIONS:

A. Meeting called to order at 10:30a.m. by Paula Rice.

II. APPOINTMENT OF 2017-2018 HEAD START POLICY COUNCIL OFFICERS:

**A. Appointment of 2017-2018 Head Start Policy Council Co-Chairperson,
Angela Ray**

**B. Appointment of 2017-2018 Head Start Policy Council Co-Chairperson,
Yahayra Quintero**

Motion: It was moved by Marta Pecharo and seconded by Claudia Castro-Diaz that the Head Start Policy Council approve the appointment of Angela Ray and Yahayra Quintero as 2017-2018 Head Start Policy Council Co-Chairpersons.

Motion passed unanimously.

- The 2017-2018 Head Start Policy Council voted to have Co-Chairpersons instead of Chairperson/Vice-Chairperson. This will provide a stronger opportunity for cooperative learning between the Co-Chairpersons.

C. Appointment of 2017-2018 Head Start Policy Council Secretary, Claudia Castro-Diaz

Motion: It was moved by Marta Pecharo and seconded by Angela Ray that the Head Start Policy Council approve the appointment of Claudia Castro-Diaz as 2017-2018 Head Start Policy Council Secretary.

Motion passed unanimously.

III. OLD BUSINESS:

A. Approval of September 18, 2017 Policy Council Meeting Minutes

Motion: It was moved by Kristen Barrett and seconded by Claudia Castro-Diaz that the Head Start Policy Council approve the minutes of the September 18, 2017 Policy Council Meeting.

Motion passed unanimously.

- Yahayra Quintero requested clarification on the start of summer Kindergarten Readiness programs and the before/after school care. Paula Rice informed the Policy Council that these programs would start at the ELA site and then expand if possible to other sites. Marta Pecharo suggested collaborating with the YMCAs of the area to provide the before/after school care in the elementary schools that host Head Start classrooms.
- Marta Pecharo provided suggestions on Head Start locations in Pottsgrove School District. Paula Rice will look into Conventry Christian near Rolling Hills. Paula Rice informed the Policy Council that Head Start is looking to work with PEAK to provide Head Start in Pottstown School District Elementary School buildings in the future.

IV. REPORTS:

A. Approval of Program Reports

Motion: It was moved by Claudia Castro-Diaz and seconded by Marta Pecharo that the Head Start Policy Council approve the October, 2017 Program Reports.

Motion passed unanimously.

- Claudia Castro-Diaz requested clarification on the Lucky Reader stuffed animals. Jennifer Lowe explained that the stuffed animals stay in the classroom, but that the children should be receiving the journal and laminated picture of Lucky to bring home.
- Stacy Ayres requested feedback on the use of Smart Boards in the classrooms. All parents confirmed that the children have provided positive feedback. Claudia Castro-Diaz provided suggestions for using Apps – give teachers access to highly rated Apps for preschool aged educational games. Marta Pecharo requested that teachers incorporate this information into monthly newsletters so that parents know which Apps are the best for their children.

V. FISCAL SERVICES REPORT:

A. Approval of Head Start Financial Report Year Three Grant

Motion: It was moved by Claudia Castro-Diaz and seconded by Sarefa Hamed that the Head Start Policy Council approve the Head Start Financial Report Year Three Grant.

Motion passed unanimously.

- John Rosales suggested investing in the use of electronic programs for information dissemination and parent engagement. Jennifer Lowe and Sherilyn Homans West will bring request to next Program Meeting to discuss options available.

VI. CENTER UPDATES:

A. Approval of October, 2017 Head Start Center Updates

Motion: It was moved by Claudia Castro-Diaz and seconded by Marta Pecharo that the Head Start Policy Council approve the October, 2017 Center Updates.

- Sarefa Hamed reported that Abington has concerns with parking lot safety. Sherilyn Homans West reported that Steve Beck will be coming out to present to the parents on November 14 about the parking lot concerns and safety.
- John Rosales reported that Pottstown has concerns with parking in front of the building entrances. Jennifer Lowe will contact the Pottstown Police Department to see if they can come monitor for safety.

VII. UPCOMING MEETING SCHEDULE & RESPONSIBILITIES:

- A. Next Policy Council meeting scheduled for Monday, November 6, 2017, from 10:30a-12:30p in the Conference Room of Early Learning Academy, 1605 W. Main St., Norristown 19401**

VIII. ADJOURNMENT:

- A. Approval for Adjournment of October 16, 2017 Head Start Policy Council Meeting.**

Motion: It was moved by Marta Pecharo and seconded by Claudia Castro-Diaz that the Head Start Policy Council approve the adjournment of the October 16, 2017 Policy Council Meeting.

Motion passed unanimously.

- B. Meeting adjourned at 12:15p.m. by Sherilyn Homans West.**