Shippensburg Head Start Policy Council Meeting Minutes
Thursday August 16, 2018 10:00 a.m. – 12:00 p.m.
Shippensburg Head Start Administrative Office

Call the meeting to order: Alaiah Livingston @ 10:27

Role call: Alaiah Livingston, Maggie Brown, Betty Carbo, Linda Butts, LaToya Isaac, and guest, Britany McDannell.

Minutes: Review of last month’s minutes. Motion to accept minutes 1st LaToya Isaac, 2nd Maggie Brown, all approved.

Treasurer Report: Policy Council Budget, Classroom budget request: food for committee meetings rather than have one or two parents pick activities with funds. Policy Council would like to see the meetings after school hours and like the idea of having some type of food at the events. Motion to approve treasurer report 1st, Alaiah Livingston, 2nd Maggie Brown, all approved.

Committee & Classroom Report:
Shippensburg Center:
Newville Center:
Carlisle Center:
Shippensburg Home Base:
Mongul Home Base I Center:
Mongul Home Base II Center:
Carlisle Home Base I Center: Nutrition class was a great turnout. Everyone enjoyed this event. Everyone learned a lot. Maybe some recipes that are dairy free foods for next time.
Carlisle Home Base II Center: Same as St. Paul 1
Pre-K Counts: End of the year went to Dominos and Letort Park got to play in the rain. The kids had a blast

Old Business:
1) One time funding for Playground- no news
2) Megan’s law – parent policy. Possibly have discussion with Policy Council on individual cases. Alaiah suggested getting the sheriff’s department to come in and take children’s pictures and demographics for children’s ID cards. Possibly do this during an event.
3) Personnel policy-staff attendance, it went to Dave Topper and he asked questions. See handout.
4) Duration- no update
5) WIC-Very successful and they would like to schedule another one in September. They had 14 people come in. They would like to do it monthly. Possibly at Katie’s Place or here at the Spiritual Center.
6) Nutrition Program- first meeting 12 parents attended. Will this be offered to Head Start families?
   Motion to approve old business, 1st Maggie Brown, 2nd LaToya Isaac, all approved.

New Business:
7) Council of Trustees N/A
8) Tri County Community Action Program representative- Susie Topper N/A
   Motion to approve new hires 1st LaToya Isaac, 2nd Alaiah Livingston, all approved.
10) Self-Assessment: review at next meeting
Policy council new members will come in October. Elections in September and new come in in October.

Motion to approve new business 1st Maggie Brown, 2nd LaToya Isaac, all approved.

Directors Report:
- Enrollment: July 28 Head Start 47 Early Head Start
- Attendance Report July 78%. Children were on vacation so this made us fall below the 85% attendance rate.
- Program & CACFP Budget Report Head Start reimbursement- lunch was free for June and July. Lunches were good and people enjoyed this program.
- Federal Financial Report budget is tight with EHS, HS were are good. Have not heard about COLA yet.
Motion to approve directors report 1st LaToya Isaac, 2nd Maggie Brown, all approved.

Open Discussions N/A

Announcements: Next Meeting September 20, 2018 Thursday- breakfast

Meeting Adjourned @ 11:27 a.m.

Officers
Chairperson: Courtney LeBlanc
Vice Chairperson: Rosalynn Coover
Secretary: Kara Weaver,
Co-Secretary: Stephanie McHenry
Treasurer: Alaiah Livingston,
Co-Treasurer: Kiera Ickes
Parliamentarian: Stephanie McHenry

Alaiah Livingston