

# Head Start of Washington County Policy Council Meeting Minutes

Date: January 13, 2024

**Council Members Present:** Aleasa Price, Mariah Ford, Cassandra Siegelstein, & Tamara Lloyd Owens

**Council Members Absent:** Alex Alcon, Markia DiPietro, Shirley Thorne, & Elizabeth Howe

**HSWC Staff Present:** Vicki Robinson, Alicia Carter, Erica Parrotte, Laura Harbaugh, & Linda Blontz

<b>Subject</b>	<b>Discussion</b>	<b>Action</b>
<b><u>Call to Order</u></b>	The meeting was called to order at 5:56pm.	
<b><u>Roll Call/Quorum</u></b>	Alicia took roll call. A quorum was not met.	
<b><u>Review of Minutes</u></b>	Tabled until next month.	
<b><u>Treasurer’s Report</u></b>	Tabled until next month.	
<b><u>Director’s Update Monthly Report</u></b>	Tabled until next month.	
<b><u>Finance Report</u></b>	Tabled until next month.	
<b><u>Head Start Happenings</u></b>	Alicia reviewed Head Start Happenings. - 1/15 – PBIS 9:30am-11am - 1/20 – Agency Closed - 1/21 – HS & Elgin classes closed. EHS classes open. - 1/27 – BOD Meeting, in-person at MLK - 2/1 – P/T conferences begin	
<b><u>New Business Annual Report</u></b>	Vicki reviewed the annual report covering the 2023-24 school year. It is published on our website for public access. It highlights our Change in Scope as well data on enrollment, disabilities, health, school readiness, Kindergarten transition, and financial standing.	
<b><u>School Readiness Report (Fall Data)</u></b>	Laura briefly went through the School Readiness Report. This is the first assessment for the program year and covers all five domains. She explained the goals and benchmarks. Data is compiled at least three times per year. SKBs (skills,	

<p><b><u>Personnel Update</u></b></p> <p><b><u>Changes to Personnel Policies</u></b></p> <p><b><u>Next Meeting</u></b></p> <p><b><u>Meeting Adjourned</u></b></p>	<p>knowledge, &amp; behaviors) are used to assess the children. She discussed assessments used for HS and EHS.</p> <p>Linda gave the personnel update.  - Resignations – 1 Shriver Resource Asst., 1 Classroom Aide, &amp; 1 Substitute  - External New Hires – 1 Shriver Classroom/ Bus Aide</p> <p>Due to not having a quorum, Alicia will send the changes to the two personnel policies out via email for review and vote.</p> <p>February 10, 2024 at 5:30pm at Shriver</p> <p>The meeting was adjourned at 6:19pm.</p> <p>Documents Provided:  Agenda January 13, 2025  120924 Policy Council Minutes  PC Treasury January 13, 2024  HSWC 24-25 Monthly Report – 11-24  Nov 24 HS and EHS Combined Budget – PC  Annual Report 2023-2024  Copy of 3 Year Old Fall 2024 Data  Copy of 4 Year Old Fall 2024 Data  Copy of EHS Fall 2024 Data  SR Goals and Action Plan 24-25 Reporting</p>	<p>Meeting adjourned. No motion.</p>
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