

**Head Start Policy Committee Meeting Minutes  
Thursday, March 15, 2018**

**I. Call to Order/Roll Call**

The meeting was called to order at 9:07 a.m. by Andrea Scharnow, Chair. Dryw Westerman, Secretary, took roll and a quorum was established.

**II. Consent Items**

**A. Approval of the Minutes of the February 15, 2018 Meeting**

Minutes of the February 15, 2018 meeting were reviewed. Jessica Bradsberry moved to approve the minutes. Marche



also starting enrollment on Monday, April 23, 2018 and encouraged members to share information with family, neighbors and friends.

### **C. Fiscal Monthly Report**

Shelagh Ferguson, Program Technician, advised the committee that due to working on the grant applications she was only able to complete the CCP monthly budget reports which were provided as a handout. She reviewed the credit card expenses and meals and snacks provided to students in the month of January with the committee.

### **D. Policy Council Report**

Andrea Scharnow, Chair, reported on the last Policy Council meeting that was held on Tuesday, February 27<sup>th</sup>. Meetings are held every 4<sup>th</sup> Tuesday of the month and encouraged anyone to attend. She said it was a good as they all are. The committee seated new members, they approved new staff and Ethic Training was provided to the committee.

### **E. Nutrition Update**

Tammy Sanchez, Coordinator, provided the Nutrition update. She provided copies of the preschool menus and asked parents to review and provide feedback from the other parents in the class and the teacher. Nutrition Services tentatively will be coming to next month's PC meeting to talk to the committee regarding meal service. They will also share what's coming up next year. Parents should see menus posted in the classroom and they are available on the website. Tammy shared that they are aware of the disposable trays currently being used that are very flimsy. The trays were shipped in error and have to be used up before the appropriate trays can be ordered.

### **F. Facility Update**

Ahisha Lewis, Facility and Licensing Specialist, followed up with the concern around hand soap that apparently was causing irritation for some children and adults. She learned that there are actually five different types of hand soap being used and will need to narrow it down to which soap is the problem before it can be switched out. Custodians will be doing deep cleaning during Spring Break at Abraham Lincoln, AM Winn, James Marshall, Isador Cohen, Theodore Judah and Father Keith B. Kenny. Summer work projects will include removing and replacing irrigation systems at Earl Warren and John Bidwell. Other work

**VI. Open Discussion and Comments**

Meghan Toland, Community Representative from the Sacramento Children's Museum shared that the museum offers specialized programs for children with special needs once a month for free. This Sunday morning the museum will offer a program for children with autism.

Thuyen Tran, Community Representative from the Valley Hi Family Resource Center shared flyers on their upcoming event that will take place on April 21<sup>st</sup> at the Valley Hi Community Park. Shabazz Safety & Family Fun Day is a fun event for families to attend, with games for the children, entertainment, and a community fair. She encouraged families to attend and said it would be a great place for our department to set up a recruitment table.

**VII. Public Participation**

There was no public participation.

**VIII. Adjournment**

Meeting was adjourned at 10:26 am.