

**Head Start Policy Committee Meeting Minutes
Thursday, October 20, 2016**

I. Call to Order/Roll Call

The meeting was called to order at 9:11 a.m. by Calvin Sheppard, Chair. He asked for a volunteer to take minutes of the meeting and to take roll. Baltazar Villalpando from Marian Anderson volunteered. He took roll and a quorum was established.

II. Orientation

A. Roles and Responsibilities

Vicki Wasson, Coordinator, and BraJona Harris, Parent Advisor, introduced themselves and welcomed the members to the committee. Vicki Wasson reviewed the roles and responsibilities of being the PC representative.

B. Executive Board

The committee reviewed the executive board positions and their responsibilities. The executive board is comprised of the Chair, Vice Chair, Secretary and Parliamentarian. Members elected to the Executive Board are required to attend Executive Board meetings once a month.

C. How to Make a Motion

Members were provided with a two sided sheet on how to make a motion in their folders. This handout is to help guide representatives on the proper way to make a motion.

D. Attendance and Reimbursements

BraJona Harris

III. Consent Items

A. Approval of the Minutes of the September 15, 2016 Meeting

Minutes of the September 15, 2016 meeting were reviewed. Stacey Soloman moved to approve the minutes. Andrea Scharnow seconded the motion. Show of hands vote: Aye: 17 (Andrea Scharnow, Stacey Soloman,

VI. Information Items

A. Director's Report

Jacque Bonini, Director, provided the Director's report. She talked about the release of new Head Start Performance Standards on September 1st. There will be a change in the duration, resulting in an increase in time. An expected 1,020 hours of preschool within the next 5 years. This would mean school days of 6 hours. It will have an impact on part day and 3 ½ hour programs.

B. Eligibility, Recruitment, Selection, Enrollment and Attendance Report

Rose Moya, Supervisor, provided the ERSEA report. She informed the representatives

The only time other foods are allowed in the classroom is if the teacher is providing an educational food activity. A cooking project or food experience must meet these standards:

- * has an educational purpose and is incorporated into the lesson plan

- * activity involves healthy foods

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VII. Open Discussion and Comments

Louann Dotson, representative >BDC q0.0000aAf000912 0-t(L)-3(o)-510 G EMC /P <