



Policy Council Meeting MINUTES Meeting was September 28, 2015

The regular meeting of the Somerset County Head Start and early Head Start Policy Council was held Monday September 28, 2015 at Hoss's.

Those in attendance were :

Jessica Alexander, Katrina Flamm, Michelle Kimble, Ruth Mulnix, Anne Garrison, Sharon Pugh, Heather Pyle, John Vatauvuk, Elaina Knopsnyder, Vanessa Hilliard, Sue Knarr and Teresa Snyder.

- After lunch, Jessica called the **meeting to order**.
- Teresa motioned and Michelle seconded to approve the **minutes** with no adjustments or questions. Motion passed unanimously.
- **Executive Director's Report :**
 - Dave was absent – but Anne and John shared about the continued budget impasse and the fact that Tableland has again secured a line of credit for the month of October. This will again of course be revisited at the Tableland October meeting to determine next steps based on timely budget impasse situation.
- **Director's Report :**
 - Anne passed out her report and reviewed August Early Head Start and Head Start data.
 - She also mentioned how the classrooms are consolidated by funding source, as a best practice with the program, at this point. Ruth mentioned, as well as Michelle, that they had heard some discussion from parents that they didn't like this approach is it segregated the students. We spoke about being advocates for our programs, and reminding people about the guidelines and regulations that we must follow. We also explained and told everyone to refer a parent that is concerned about our policies to the office so they could learn and support the programs.
 - VOTES for approval of positions ~
 - Motion to hire 2 cooks for Conemaugh. A Lamb and L. Standquest : Motioned by Elaina and 2nd by Katrina
 - Motion to hire PSA – ME Hotchkiss :
Motioned by Ruth 2nd by Michelle
 - Phone vote discussed – even though phone votes were conducted, we help a final approval of the phone vote for those positions.

- Driver and Aide hire – Motioned by Michelle; 2nd by Katrina
 - Cook Hire – Motioned by Michelle; 2nd by Ruth
 - Teachers with FS responsibility – Motioned by Elaina; 2nd by Sue
 - Resignation of Cook – Motioned by Ruth; 2nd by Michelle
 - Job movement hiring of Teachers and Leads – Motioned by Teresa and 2nd by Ruth.
 - Discussion of Community and Parent Reps based on the fact that Policy Council is heading into an adjustment of members over the next 2 months.
 - Community Reps Staying : Sue Knarr, Michelle Kimball, Vanessa Hilliard, Katrina Flamm, Sara Butterbaugh
 - Community Reps Leaving : John Vatauvuk, Teresa Snyder,
 - Parent Reps Staying : Heather Pyle, Ruth Mulnix
 - Parent Reps Leaving : Jessica Alexander,
 - Wait on commissioner position until January after voting
- **Fiscal Report** for July and August was reviewed through Jessica and Anne. In-kind information is still “catching up” for the year.
- July Fiscal -Teresa made a motion to approve, seconded by Elaina.
 - August Fiscal – Michelle made a motion to approve, seconded by John.
- **Center and Early Head Start Reports**
- Early Head Start parents Elaina and Ruth gave information about the play group sessions that parents seem to enjoy. There are lots of new kids and families attending. Ruth also reported for MD 1 and spoke of the MD Facebook page – “Meyersdale 1 Pre School”. Both stated the families love the time with the Home Visitors.
- **Community Agency Reports :**
- John Vatauvuk – he missed Tableland for the meeting in Harrisburg; He has written letters to the editor to get support for the 5.5 miles left on 219 from Salisbury to Maryland line. He spoke about the 911 trail that is in the works from Shanksville to NY to DC. Finally, the Pinkerton Tunnel is completed. John also reminded us about Travis’ resignation at the Family Center and how we are going to replace him.

- Sue Knarr with AIU08 said all was good and nothing to report
- Teresa Snyder – past parent – all good nothing to report
- **Old Business :**
- **New Business :**
- **Other Items :**
 - Next Meeting Date :
 - Executive Committee 10.19.15 – 10:30 am at Tableland
 - Policy Council Monday 10.26.15 at 11:15 am at Hoss's
- **Adjournment :** A motion was made by Teresa and seconded by Katrina to adjourn the meeting. Meeting was adjourned at 12:42 pm.