

The regular meeting of Somerset County Head Start's Policy Council was held Monday, February 25, 2013 @ Hoss's Restaurant. Those in attendance were Amanda Sadler, Joe Sadler, Jessica Alexander, Teresa Snyder, Heather Pyle, Jennifer Custer, Susan Phillips and John Vatauk. Sharon Pugh, Linda McDonough and Dave Mrozowski were also in attendance.

Jessica called the meeting to order after lunch.

Teresa made a motion, seconded by Susan, to approve the minutes. Motion was approved unanimously.

Mini-Fiscal Training: Linda reviewed the Notification of Award Letters received in January. Head Start and Early Head Start were partially funded because Congress has not passed a budget and is operating on a Continuing Resolution.

Executive Directors' report: Dave discussed the fiscal cliff known as sequestration. It is unknown how Tableland programs will be affected when the across the board spending cuts are implemented. The date for them to begin is March 1.

Director's Report: Linda distributed and reviewed the reports for January and February.

Fiscal Report: Linda reviewed the fiscal reports for December and January that were sent in the packets. January is the last month of Head Start and Early Head Start's fiscal year. We have 90 days to adjust the final report to show actual expenditures for that fiscal year.

Amanda made a motion, seconded by Theresa, to approve the fiscal reports.

Center/ Early Head Start reports: Reports were given for Confluence, Maple Ridge, Meyersdale and EHS 2.

Community/Agency Reports: John Vatauk reported that trees were being cut for 219.

Personnel Committee: Jessica reported the phone vote results for approval of hiring Suzanne Horner as a bus driver and Jennifer Sandusky, Heather Basinger and Tonya Kimmel as School Readiness Aides. Jennifer made a motion, seconded by Teresa to certify those results. Motion was approved unanimously.

Tonya Kimmel decided not to accept the position. The Personnel Committee recommends that Karen Yanke be hired as a Pre-K aide in Berlin. Policy Council is asked to approve all classroom staff because they can be moved from Pre-K to Head Start.

Jennifer made a motion, seconded by Teresa to approve Karen. Motion was approved unanimously.

Tessa Scherer will be on maternity leave soon.

There was no Old or New Business.

The Executive Committee will meet Tuesday, March 19,

The next Policy Council meeting will be Monday, March 25 @ 11:15 @ Hoss's.

Teresa made a motion to adjourn, seconded by Amanda.

Jessica adjourned the meeting @ 12:40.

Respectfully submitted,

Jennifer Custer