

TRI-COUNTY COMMUNITY COUNCIL, INC.
HEAD START/EARLY HEAD START
2499 CYPRESS STREET
WESTVILLE, FL. 32464

POLICY COUNCIL MEETING
May 2, 2011

<u>Present:</u>	<u>Absent:</u>	<u>Guests:</u>	<u>Guests:</u>
Sheron McLaney	Amanda Byram	Barb Lawniczak	Kay Whitenight
Stacey Redmon		Kathy Shull	Judy Montes
Myron Hudson		Ruth Kelly	Cynthia Brown
Crystal Cooper		Kim Gillis	Kathy Johnson
Benjamin Anderson			
Crystal Eades			
Kenya Jackson-Fuentes			
Amy Teck			

The meeting was called to order at 6:05 P.M. by the Policy Council Chairperson, Crystal Eades.

Roll call was taken by the Policy Council Secretary, Crystal Cooper. A quorum was established with eight present members and one member absent.

Crystal asked for the approval of the minutes for the meeting of April 4, 2011. Myron Hudson made the motion for the approval of the minutes, and Benjamin Anderson seconded the motion. The group voted their approval of the minutes.

Amy Teck read the following report for the Westville center; The Week of the Young Child was on April 11th through the 15th. The children dressed up for Tuesday as Crazy Hair Day; Wednesday was Farmer Day; Thursday was Crazy Sock Day; Friday was Pajama Day. April 22nd at 1:00 p.m. they had an Easter egg hunt. At 9:30 a.m., May 2nd, Chelco Electrical Co-op with Naomi and her creatures visited the classrooms. Also on May 2nd at 11:00 a.m., there was a parent meeting for the Kindergarten Transition luncheon at Los Rancheros Restaurant in Bonifay. Three kindergarten teachers (one each from Bonifay, Ponce de Leon, and Vernon Elementary) talked to the parents about what to expect for kindergarten. Fieldtrips to the kindergarten classes follows: Ponce de Leon will be on May 6th; Vernon Elementary will be on May 11th; and Bonifay Elementary will be on May 16th. May 27th is the last day of school with a program at 9:00 a.m. followed by water play and a picnic at the Westville Park.

Benjamin Anderson reported that the Walton center had Breakfast with Dad on April 15th at 8:30 a.m. There was an Easter Celebration on April 22nd at 9:30 a.m. with over 40 parents helping to make it a success. May 5th was Early Earth Day. At 9:30 a.m. the Parent/Child Activity was planting a tree for the Outdoor Classroom. The last T-Ball practice will be at the Gene Hurley Park at 4:00 p.m. May 7th will be the Head Start T-Ball Tournament at Prosperity Park in Prosperity. May 10th will be Lunch with Mom at 11:00 a.m. Transition trips for the 4-yr olds will be Maude Saunders Elementary on May 6th; and West DeFuniak Elementary on May 11th. May 12th there will be a Kindergarten Transition Lunch at Chautauqua at 12:00 a.m. May 19th will be an End of School Party at Wee Care Park from 3:00 p.m. until 4:30 p.m. End of school celebration/Awards Day will be on May 25th at the Walton center at 9:30 a.m. Bring swim suit, towel, and a bag to put wet things in!

Crystal Eades requested funds for the Chautauqua center in the amount of \$125.00 for decorations and goody bags for the children for the end of the year celebration on May 26th. Crystal Cooper made the motion for the approval, and Benjamin Anderson seconded the motion. The group voted their approval of the funds.

There was no representative for Chipley.

Kenya Jackson-Fuentes reported that Early Head Start had their Spring Egg Hunt on April 15th. It was a great success with more than half of the EHS families present. Early Head Start was able to send out more than 2000 flyers to all the Walton Elementary Schools. Early Head Start will have their transition dinner for the 3 year old families on May 12th. Our next parent meeting will be on May 8th. EHS requests \$125.00 for the end of the year celebration on May 20th. There will be food, games and prizes. Benjamin Anderson made the motion for the approval, and Stacey Redmon seconded the motion. The group voted their approval of the funds.

Kim stated that the enrollment for Head Start children is at 203 and Early Head Start is at 36 children. We still have waiting lists with eligible children at all centers. There were three vacancies that range from one to 13 days. The attendance at all centers is improving. Eleven percent of the children are receiving services for Disability. One hundred and thirty EHS home visits were attempted out of 130 required, with 116 actual home visits made. In-kind for both Head Start and EHS is 40% and 4% respectively. There were 10,922 USDA meals served at \$1,755.74 over the allotted amount. Staff is at 54. Head Start's financial status report for April is mostly within the budget. Early Head Start is about the same as last month except for wages and compensations. Sheron asked the question, was Tri-County able to get help with Holmes County gasoline prices. Tri-County told Kim that the counties we do have county gas options is Walton and Washington Counties. We do not have that option in Holmes County and sometimes it would not make that much of a difference. The group was given copies of Kim and Barb's credit card statements and Wright's Express account to review.

Under old business:

There was none.

Under new business:

FYI/Discussion-

Self-Assessment Improvement Plan-Kim asked the group if they had any questions about the plan since the document was sent to them earlier in the mail.

Curriculum for Head Start & Early Head Start-At the Education Advisory Committee, the decision was made to stay with Creative Curriculum for Head Start and FSU Curriculum for Early Head Start.

Health Advisory Committee Meeting Update-Ruth gave a brief update and mentioned that the Holmes and Walton Counties Health Clinic are open at different hours to help the public.

2011-2012 Program Options-Center based is still the most obvious choice according to the facts.

Community Assessment Update-Barb gave some background information as to how she obtained the information for the update. She mentioned that the Hispanic community was increasing in Washington County, as it has in Walton County, but had no idea how to reach them, other than through WIC. Suggestions came from the group about getting in touch with the Catholic churches in regards to the Hispanic families in their congregation.

Budget Planning-Kim asked the group to look over the financial status report and see if there were any changes that they thought would need to be made for next year's grant continuation. The group made comments about making changes to the liability insurance and increases to transportation costs.

Kim gave a recap of the approvals that were to be voted upon, except for the Vendors List. Kay gave some information to explain how some of the adjustments were made to the list.

The following items were reviewed and approved:

2011-2012 School Calendars (Revision for Holmes & Washington)

Motion: Sheron McLaney

Second: Benjamin Anderson

2011-2012 Program Options

Motion: Benjamin Anderson

Second: Stacey Redmon

Creative Curriculum (HS/EHS)

Motion: Sheron McLaney

Second: Benjamin Anderson

FSU Curriculum (EHS)

Motion: Sheron McLaney

Second: Stacey Redmon

2011-2012 Criteria Sheet for EHS & HS

Motion: Benjamin Anderson

Second: Stacey Redmon

Self-Assessment Improvement Plan

Motion: Benjamin Anderson

Second: Stacey Redmon

2011-2012 Vendors List

Motion: Myron Hudson

Second: Benjamin Anderson

Take Home Items:

None

Announcements:

None

Adjournment -

The meeting was adjourned at 6:58 P.M. following a motion by Myron Hudson, and seconded by Benjamin Anderson. The next Policy Council meeting will be Monday, June 6, 2011.