



SENDCAA Head Start Birth to Five Policy Council

Tuesday, March 20, 2018

5:00 – 6:00 PM

Central Site Conference Room

3233 South University Drive (use west entrance)

---Meeting Minutes---

Welcome

Chairperson

Call to Order - 5:02 pm

Chairperson

Roll Call – Introductions

Chairperson

Voting Members

Jamie S- Early FD

Ashley D- South FD

Amber – West PD

Gurmeet R- North PD

Non-Voting Memembers

Ray N- SENDCAA Board Member

Haley B- NDSU Intern

Lindsey O

Rebecca P

Declaration of Quorum or Lack Thereof

4 of 8 voting Members in Attendance, 2/3 vote used

Review Previous Month's Minutes

Lindsey O

• Motion to Approve February Minutes

Members reviewed last month's minutes, no discussion.

Motion to approve February's minutes made by Gurmeet and seconded by Jamie.

Financial Reports

Lindsey O

- Financial Statement
- Credit Card Statement
- In-Kind
- USDA
- Attendance
- Parent Earnings Report

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| Members reviewed the financial reports for February, no concerns were addressed. | |
| Grant Goals Update Lindsey updated members on where we stood with progression on our grant goals. | Lindsey O |
| Review By-Laws Members reviewed the by-laws and discussed ideas to improve them for next year's policy council. Discussion was had on participation of members at parent committee and having members review anonymous feedback from other parents on a regular basis. | Rebecca P |
| Program Updates Lindsey shared updates from the component coordinators. | Lindsey O |
| Plan Spring Picnic-Head Start Awareness Event Parents held heavy discussion on what they would like the end of the year event to have. It was decided we would attempt to book Lindenwood Rotary shelter on May 16 th after school. Parents decided they wanted to use parent funds to provide a meal for families versus a small treat. Follow up will be done at the next meeting on plans. | Rebecca P |
| Adjournment - 6:00 pm | Chairperson |

If you are unable to attend, please call 235-8931. Thank you!

If you have any questions about Policy Council or need a ride please contact the
Family Advocate at your site:

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|--------------------------|--------------------------------|----------|
| Central Center: | Sam LaLonde | 235-8931 |
| Early Head Start Center: | Sheyenne Hill, | 298-6758 |
| Lisbon Center: | Jill Bergeman | 683-3133 |
| North Center: | Ashley Braaten | 235-8898 |
| South Center: | Heather Alberty-Schaffer | 364-9331 |
| Wahpeton Center: | Renita Quam, | 642-9825 |
| West Center: | Alyssa Keller & Emily Schmiess | 282-3351 |