



SENDCAA Head Start Birth to Five Policy Council

Tuesday, December 18, 2018

5:00 – 6:00 PM

Central Site Conference Room

3233 South University Drive (use west entrance)

---Meeting Minutes---

Welcome

Call to Order- 5:00 pm

Roll Call – Introductions

Voting Members

Patricia R- Central PD

Honoree - West PD

June R- Early

Holly W- FPS, Even Start

Angie V- Anne Carlson

Non-Voting Members

Lindsey P- SENDCAA Head Start

Lindsey B- SENDCAA Head Start

Review Previous Month's Minutes

- **Motion to approve November minutes**

Members reviewed last month's minutes. No discrepancies.

Motion to approve November minutes made by Patricia and seconded by June.

Financial Reports

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

Members reviewed the reports for any concerns. Reports showed the end of our last fiscal year and the new fiscal year started December 1st.

Lindsey P/Patricia R

Lindsey P/Patricia R

Lindsey P/Patricia R

Lindsey P

Lindsey P

Lindsey P

- **Motion to approve Community Member**

Angie outlined what her role at Anne Carlson is and why she participates on our Policy Council.

Motion to approve Angie as a community member was made by Patricia and seconded by June.

GOLD Checkpoint Data

Fall checkpoint data was shared by the Assistant Director and Education Component lead. Members were able to see what levels children are coming into our program at and will review progress they have made again in the Spring.

Annual Report to the Community

Lindsey shared the tentative Annual Report that will be posted to the website later this week.

Discussion & Approval of New Staff Hires

- **Motion to Approve New Hires**

Motion to approve new hires made by Patricia and seconded by June.

Program Updates

Members were given program updates from the various component leads.

Adjournment- 5:32 pm

Lindsey P

Lindsey P

Lindsey P

Lindsey P

Patricia R

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:

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:	Ann Mumm	642-9825
West Center:	Alyssa Keller & Emily Schmiess	282-3351