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| http://lsf-hsehs.lsfnet.org/PublishingImages/EarlyHeadStartLogo2.gif | **SENDCAA Head Start Birth to Five****Policy Council****Tuesday, December 19, 2017****5:00 – 6:00 PM****Central Site Conference Room****3233 South University Drive (use west entrance)** |

**---Agenda Topics---**

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| **Welcome** | **Chairperson** |
| **Call to Order** 5:07 PM | **Chairperson** |
| **Roll Call – Introductions***Voting* Ashley D- South FDHolly W- FPS Jamie S- Early FDJenny D- Early FDGurmeet W- North PDLinda S- Central FD*Non-Voting*Ray N- SENDCAA BoardLindsey O- SENDCAA StaffRebecca P- SENDCAA Staff**Declaration of Quorum or Lack Thereof**Qurom met, 6 of 10 voting members present,  | **Chairperson** |
| **Review Previous Month’s Minutes*** **Motion to approve November minutes**

Members reviewed last month’s minutes, no discussion. *Motion to approve the minutes was made by Linda and seconded by Ashley.* | **Lindsey O** |
| **Financial Reports (October and November)*** **Financial Statement**
* **Credit Card Statement**
* **In-Kind**
* **USDA**
* **Attendance**
* **Parent Earnings Report**
 | **Lindsey O** |
| Members reviewed the financial reports for both the months of October and November. Increased spending was discussed in relation to the end of the grant year. **Motion to approve 2017-2018 Community Reps**Discussion was had on the role our community reps play and the expertise they bring to our Policy Council. All members were in agreement and felt Holly and Angie are beneficial community members to serve our families and program.*Motion to approve our Community reps was made by Linda and seconded by Jamie.*  | **Lindsey O** |
| **Grant Goal Review**Lindsey presented the grant goals for the new 5 year grant and detailed the process the management team took to set them.  | **Lindsey O** |
| **Family Goals Review/Update**Rebecca shared the family goals that were focused on this year and shared the plan to connect families with a goal workshop related to their goal. | **Rebecca P** |
| **Program Updates**Updates from the various component areas was shared with the members. | **Lindsey O** |
| **Adjournment** 6:09 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:

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