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|  | **SENDCAA Head Start Birth to Five****Policy Council****Tuesday -- October 19, 2021****5:00 – 6:00 PM****Central Site Conference Room & Virtual “Zoom” Meeting****If you are unable to attend, please call 235-8931.** |

**Meeting Minutes**

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| **Welcome and Call to Order- 5:06 pm** | Lindsey |
| **Roll Call , Introductions, Status of Quorum –** Voting members present:Theresa M-virtualNicole FVicki WDelphine MJed B-virtualAmber NDave K-virtualJennifer F-virtualNon-voting members Present:Lindsey BHeather A* 8/15 present so can move forward with business
 | Heather |
| **Financial Reports*** Financial Statement-
* Credit Card Statement
* Motion to approve Financials-Delphine M
* Second –Nicole F
* All approved
* Motion carried
 | Mary Lou |
| **Installation of Officers & Standing Committees**Executive Committee* + - Chair-Amber N
		- Vice Chairs-Delphine M
		- Secretary-none
 | Heather & Lindsey |
| **Review Previous Month’s Minutes*** Motion to approve September meeting minutes-Delphine M
* Second-Nicole F
* All approved
* Motion carried
 | Heather |
| **Review Parent Involvement Reports*** In-Kind Report
* Parent Earnings Report
 | Lindsey |
| **Enrollment Report/Attendance*** Attendance Report
* CACFP/USDA Report
 | Heather |
| **Discussion & Approval of New Staff Hires & Resignations**New Hires: Darrion Resignations:* Motion to Approve New Hires-Delphine M
* Second: Nicole F.
* All Approved
* Motion carried
 | Lindsey |
| **Head Start Policy & Regulations*** Information Memoranda-vaccine mandate discussion
* Communication and guidance from Secretary
* Grant Applications/Correspondence
 | Lindsey |
| **PIR 2020-2021*** Reviewed PIR and Lindsey explained to the representatives what PIRs and why it is completed.
 | Lindsey |
| **Parking Lot Bid & Discussion*** Discussion of available funding for parking lot project
* Motion to Approve Parking Lot Bid-Nicole Fugl
* Second-Delphine Martinez
* All approved
* Motion passed
 | Lindsey |
| **Grant Goals Review** | Lindsey |
| **Head Start/Early Head Start Monthly Program Updates** | Lindsey |
| **Adjournment-6:00pm** | Lindsey |