

Head Start of Washington County Policy Council Governance Training Minutes

Date: February 9, 2026

Council Members Present: Mariah Ford, Maddie Winiger, Cassandra Siegelstein, Paul Simson, Aleasa Price, Lydia Brady, Samia Williams, Tamara Lloyd Owens, & Jaime Mayo

Council Members Absent: Yuliana Barnes

HSWC Staff Present: Vicki Robinson, Alicia Carter, Laura Harbaugh, Erica Parrotte, & Linda Blontz

Subject	Discussion	Action
<u>Call to Order</u>	The meeting was called to order at 6:00pm.	
<u>Roll Call/Quorum</u>	Everyone introduced themselves and Alicia took roll. A quorum was met.	
<u>Voting - New Member</u>	Maddie Winiger was voted in as a new Policy Council member.	Voice vote. All in favor. None opposed.
<u>Review of Minutes</u>	The January minutes were reviewed. There were no changes.	Motion to approve January minutes by Lydia. Seconded by Mariah. No discussion. All in favor. None opposed. Motion passed.
<u>Treasurer's Report</u>	The Treasurer's Report was reviewed.	Motion to approve the Treasurer's Report made by Samia. Seconded by Mariah. No discussion. All in favor. None opposed. Motion passed.
<u>Director's Report Monthly Reports</u>	Vicki shared the Monthly Report through the end of January. We were fully enrolled. Over-Income numbers are steady. The Full-Day Wait List continued to grow. Homeless numbers went up to 19 families with 27 children. Attendance was good for January considering Winter illnesses. December Volunteer Hours were 1010.75.	Motion to approve the Monthly Report made by Tamara. Seconded by Cassandra. No discussion. All in favor. None opposed. Motion passed.
<u>Finance Reports</u>	Vicki reviewed the Finance Report through the end of December. We had 91.5% In-Kind. There were no unusual expenses.	Motion to approve the Finance Report made by Jaime. Seconded by Samia. No discussion. All in favor. None opposed. Motion passed.
<u>National Head Start News</u>	Vicki said that Congress passed the funding bill that included Head Start.	

<p><u>Head Start Happenings</u></p>	<p>Alicia reviewed Head Start Happenings: 2/13 – No children - Elgin is only site open 2/16 – Closed for Presidents’ Day 2/18 – PBIS (9:30am-11am) 2/23 – BOD Meeting 3/04 – Mental Health Meeting (8am-9am) 3/12 – Bee Healthy Night 4:30pm-6:30pm</p>	
<p><u>New Business</u> <u>MSDE Pre-K Grant</u> <u>Update</u></p>	<p>Vicki explained that we have two Pre-K funded classrooms, Noland and one at Shriver. Funds from this grant provide extra support staff & supplies. We are applying for a Pre-K classroom at MLK for next year.</p>	
<p><u>Annual Report</u></p>	<p>Vicki reviewed the highlights of the Annual Report for 2024-25, including enrollment, disability, health, school readiness and assessment data as well as CLASS scores & a financial snapshot. This report is updated and made public every year.</p>	
<p><u>Full Enrollment Initiative</u></p>	<p>We received our official letters ending our Full Enrollment Initiative. This began while waiting for approval of our Change in Scope at MLK. We have been fully enrolled since.</p>	
<p><u>PBIS</u></p>	<p>Laura explained PBIS – Positive Behaviors Interventions & Supports. Agency-wide expectations are “Be Kind, Be Safe, & Be Positive”. Buzz Bee is our Mascot. Our PBIS Team meets monthly to ensure we are fully implementing. Laura discussed strategies used in classrooms. We train staff on PBIS as well as involve parents in many ways.</p>	
<p><u>Personnel Update</u></p>	<p>Linda gave the Personnel Update. - Staff Transitions – 2 people transitioned to another position within the Education Dept. - Projected New Hires – 3 in Education Dept.</p>	
<p><u>Old Business</u> <u>In-Kind List</u></p>	<p>Vicki shared a list of ways of volunteering outside of the classroom.</p>	
<p><u>Next Meeting</u></p>	<p>March 16, 2026, at 5:30pm at Shriver</p>	
<p><u>Meeting Adjourned</u></p>	<p>The meeting was adjourned at 6:50pm.</p>	<p>Motion to adjourn made by Samia. Seconded by Tamara. No discussion. All in favor. None opposed. Motion passed.</p>

	<p>Documents Provided:</p> <ul style="list-style-type: none">Agenda February 09, 2026011226 Policy Council MinutesPC Treasury February 09, 2026PBIS 02 26Volunteering Outside of the ClassroomHSWC 25-26 Monthly Report 26-01Dec 25 HS and EHS Combined Budget - PC	
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