

Head Start of Washington County Policy Council Meeting Minutes

Date: June 9, 2025

Council Members Present: Aleasa Price, Markia DiPietro, Shirley Thorne, Tamara Lloyd Owens, & Elizabeth Howe

Council Members Absent: Mariah Ford & Cassandra Siegelstein

HSWC Staff Present: Vicki Robinson, Alicia Carter, Laura Harbaugh, Linda Blontz, & Jennifer Barrett

Subject	Discussion	Action
<u>Call to Order</u>	The meeting was called to order at 6:04pm.	
<u>Roll Call/Quorum</u>	Aleasa welcomed everyone and Alicia took roll call. A quorum was met.	
<u>Review of Minutes</u>	The April minutes were reviewed. There was one spelling error to correct.	Motion to approve April minutes with correction made by Markia. Seconded by Shirley. 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 Elizabeth. Seconded by Shirley. No discussion. All in favor. None opposed. Motion passed.
<u>Director's Update Monthly Report</u>	Vicki shared the Monthly Report through the end of April. We have remained fully enrolled throughout this program year. The under-enrollment monitoring will end in September. There was no change in over-income numbers. New enrollments began in April. The Withdrawal number rose because families from the HS Wait List are being contacted for fall enrollment. EHS Wait List continues to grow. Homeless numbers went down a little in April. April attendance was amazing. Overall, 90% for the program. Volunteer Hours were up in March.	Motion to approve the Monthly Report made by Markia. Seconded by Tamara. No discussion. All in favor. None opposed. Motion passed.
<u>Finance Report</u>	Vicki reviewed the finance report through the end of April. We are only .2% under for In-Kind. We did also receive the new bus in April.	Motion to approve the Finance Report made by Tamara. Seconded by Shirley. No discussion. All in favor. None opposed. Motion passed.

<u>Officers</u> <u>Summer Updates</u> <u>By-laws, Policy Council</u> <u>Budget, Standards of</u> <u>Conduct,</u> <u>Confidentiality Policy,</u> <u>Conflict of Interest</u> <u>Policy, Roles of Policy</u> <u>Council Members, &</u> <u>Parent Reimbursement</u> <u>Procedure</u> <u>Old Business</u> <u>Personnel Update</u> <u>Next Meeting</u> <u>Meeting Adjourned</u>	Alicia asked if anyone who was returning for the next program year was interested in serving as an officer. Aleasa briefly explained the roles of the officers. Alicia will send an email and anyone interested should reply. An electronic vote will occur so officers are in place for the start of the new program year. Alicia will send all of the forms out beforehand, then PC can meet to discuss and make any necessary changes. A time and date will be confirmed via email. Voting will take place in the fall. None Linda gave the personnel update. - Resignation – Bus Driver - Open Positions – Elgin FY/PT Classroom Support, Elgin TA, MLK EHS Teacher, Shriver Classroom/Bus Aide, PT Bus Driver September 2025 at 5:30pm at Shriver The meeting was adjourned at 6:45pm. Documents Provided: Agenda June 09, 2025 051225 Policy Council Minutes PC Treasury June 09, 2025 HSWC 24-25 Monthly Report 25-04 Apr 25 HS and HS Combined Budget – PC Impasse Procedure 2025 Policy Council Brochure 2025 Parent Concerns Procedure 2025 Policy Council Composition 2025-26 Behavioral Guidance Policy 2024 Revised 5.2024 Child Abuse Neglect Crisis Policy 2025	Meeting adjourned. No motion.
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