

COLUMBIA SULLIVAN HEAD START
POLICY COUNCIL MINUTES
May 19th , 2020

Voting Members Present:

Madeline Johnson-CR Erin Leach Robert Defeo *Twillla Dowell-CR
Roslyn Crawford-CR Neda Fester Lisa Snyder- CR Luella Scott-CR

Others Present:

Rose Stolz Cassie Weaver Becky Aardweg Heather Wolfe
Rebecca White Mary Millham Lisa Brelsford

Voting Members Absent:

Kiley Radeski Jeremiah Cooper Ashley Glover *Catherine Neeb * Stephanie Bond-CR
*Kristy Wright

(*) denotes excused absence
CR - Community Representative

WELCOME

The regular meeting of the Columbia Sullivan Head Start Policy Council was held on May 19th, 2020 via Zoom video chat. Chairperson Martin Parr called the meeting to order. A quorum was present.

REPORTS FROM POLICY COUNCIL OFFICERS:

Approval of the Minutes:

Chairperson Marin Parr gave everyone the chance to review the April 2020 minutes and asked if there were any corrections to be made. Members reviewed the minutes; no changes were made. A motion to accept the minutes was made by Erin Leach and seconded by Luella Scott. It was voted on and approved.

Parent Fund Report:

Martin Parr read the Parent Fund Report. The balances are as of April 30th, 2020. The report was included in the packet. A motion to accept the Parent Fund report was made by Roslyn Crawford and seconded by Luella Scott. It was voted on and approved.

Treasurer's Report:

Martin Parr read the March Credit Card Summary Report. The reports were included in the packet. A motion to approve the Treasurer's report was made by Roslyn Crawford and seconded by Luella Scott. It was voted on and approved.

COMMITTEE REPORTS:

Personnel

None to report.

CCDP BOARD & ADMINISTRATIVE REPORTS

CCDP Board Liaison Report: Cassie reported that much of the Board discussions have been in regard to opening up Child Care.

STAFF REPORTS:

Administrator:

Cassie Weaver submitted her report. Cassie reported that childcare staff are doing all they can to meet the needs of their families. She noted that while Columbia County will be able to re-open on Friday, May 22nd, but the agency still must make sure new policies are in place before staff can come back to work. and Her report was included with the packet.

Disabilities/Mental Health Manager:

Heather Wolfe submitted her report. She noted that out of the seven referrals that are out, five of them have been put on hold and are returning children. The remaining two are children transitioning to kindergarten and their referrals will be closed out. Heather noted the upcoming Health Advisory Committee meeting. Her report was included in the packet.

Education Manager:

Rose Stolz submitted her report. Rose noted that teachers are still using facetime and zoom to conduct remote learning for the children and parents are responding well. She noted that Bloomsburg School District will be doing virtual transitions on the 29th. Her report was included in the packet.

Family Engagement Manager:

Lisa Brelsford submitted her report. She noted that Family Service Workers are keeping in contact with parents to make sure they are meeting the goals they set during the school year. She reported that Benton had a zoom meeting for their parent group. Her report was included in the packet.

Family Services Manager:

Mary Millham submitted her report. Mary noted that Family Service Workers are continuing communication with families during this time and still connecting them with community resources that can help. New recruitment signs have been displayed in many areas and the community is responding well. Her report was included in the packet.

Health/Nutrition:

Becky Aardweg submitted her report. Becky noted that we are still reaching out to families about upcoming appointments. She also shared that Head Start will be providing each family with oral hygiene bags that will include, toothbrushes, toothpaste, a timer, and literature on good oral hygiene. Her report was included in the packet.

Home Based/Combination Option Manager:

Rebecca White submitted her report. She noted that staff are doing Professional Development activities through Zoom. Teachers are still reaching out to families however they can. Her report was included in the packet.

PARENT GROUP REPORT

Erin Leach spoke a little bit about the Benton parent meeting that took place via Zoom. She noted that her and Lisa were trying to come up with ideas for a home craft for parents. She said that they were talking about the October parent meeting and trying to come up with a Fall craft.

OPEN DISCUSSION/QUESTIONS:

Nothing to report

NEW BUSINESS:

Revision to Policy 3.25 Child Abuse

Cassie Weaver noted that changes to this policy are in red writing. A member from the Board felt the need to elaborate on the definition of child abuse. A motion to approve the changes to this policy was made by Erin Leach and seconded by Robert Defeo. It was voted on and approved.

By Laws Training

Lisa Brelsford spoke to members and gave an overview of what the Policy Council By-Laws are and their importance.

Ratify approval of COVID-19 Grant

Members approved this grant via email previously, but it needed to be ratified. A motion to ratify this vote was made by Luella Scott and seconded by Erin Leach. It was voted on and approved.

CLOSING:

Next PC Meeting:

The next Policy Council is scheduled for June 16th, 2020. Location is to be determined.

Adjournment:

Chairperson Martin Parr closed the meeting by thanking members for participating in the Zoom call and letting them know that we will have more information about upcoming meeting soon. A motion to adjourn the meeting was made by Roslyn Crawford and seconded by Luella Scott. It was voted on and approved.

Policy Council Signature

Date