

The regular meeting of Somerset County Head Start and Early Head Start Policy Council was held Monday, September 24 at Hoss's Restaurant at 11:15 AM. Members in attendance were Mary Beeman, June Stimmel, Karen Serball, Susan Phillips and Jessica Culp. Dave Mrozowski, Linda McDonough and Sharon Pugh also attended.

Lunch was served.

Jessica called the meeting to order.

June made a motion, seconded by Mary to approve the minutes. Motion passed unanimously.

Linda presented the corrective action plans and reviewed how they addressed the findings of the federal review.

Karen made a motion, seconded by Mary, to approve the corrective action plans. Motion passed unanimously.

David Mrozowski stated that as Executive Director, he appreciated the work that went into the corrective actions plans.

Linda distributed and reviewed the ECE Director's report.

Mary made a motion, seconded by Susan to confirm the phone vote approval of the new hires of:

- Heather Dysinger – lead teacher for the new Head Start Supplemental classroom
- Buffy Schurg – Classroom Support Aide
- Ashley Cook- Pre-K Floater Substitute and Long Term Substitute for a maternity leave in Shade Head Start
- Brent Naill- Somerset Bus Driver
- Bethany Raley – Pre-K Floater Substitute
- Jessica Dillon- teacher in Shade 2

Motion passed unanimously.

Karen made a motion, seconded by June to approve Katie Hauger as a Classroom Support Aide in the new Supplemental classroom. Motion passed unanimously.

June made a motion, seconded by Karen to approve Fred Mort as a substitute bus driver pending receipt of his clearances.

Motion passed unanimously.

Community Representatives who wish to stay on Policy Council should write a letter stating that wish.

The fiscal reports were in the packets. June made a motion, seconded by Karen, to approve the Head Start fiscal reports for June, July and August. Motion passed unanimously.

Mary made a motion, seconded by Susan, to approve the EHS fiscal reports for June, July and August. Motion passed unanimously.

Jessica shared a center report form Confluence. They are learning about the neighborhood and are using an I start smart device. Parents can keep abreast of classroom activities on Creative Curriculum Gold.

Mary reported on how Early Head Start is helping her and her children and how great Tina (her home visitor) is.

Karen report that the Penn State Extension Office annual dinner will be held at the Sipesville Fire hall in mid November. Anyone interested in attending should call the Extension Office.

The Budget and Planning Committee met on September 13. The minutes of the meeting were distributed and reviewed.

Mary made a motion, seconded by Karen to follow the committee's recommendation to approve the documentation included with the Corrective Action Plans which were Change of Status Policy and Procedure, Monthly Enrollment Reporting Policy and Procedure, Self Assessment Policy and Procedure (revised), Program Budget and Planning Policy and Procedure and the On-going Monitoring Policy and Procedure. Motion passed unanimously.

Karen made a motion, seconded by June to follow the committee's recommendation to approve the Community Assessment and the Self Assessment Summary. Motion passed unanimously.

There was no old business or additional new business.

The next Policy Council meeting will be held Tuesday, October 30 at Hoss's at 11:15. This will be the last meeting of the 2011-12 Policy Council.

Mary made a motion, seconded by Susan to adjourn. Motion passed unanimously.

Jessica adjourned the meeting at 12:25.

Respectfully submitted,

Susan Phillips