



Policy Council Meeting MINUTES Meeting was October 26, 2015

The regular meeting of the Somerset County Head Start and Early Head Start Policy Council was held Monday September 28, 2015 at Hoss's.

Those in attendance were :

Jessica Alexander, Melissa Toy, Ginny Kelly, Samantha Ruselowshi, John Vatauvuk, Anne Garrison, Sharon Pugh, Sue Knarr, Dave MrOzowoski, Sherry McClintock, Carrie Steele, Elaina Knopsnyder, Sara Butterbaugh, Vanessa Hilliard, Katrina Flam, Michelle Kimball, Ruth Mulnix, Amber Shull, Heath Pyle.

- After lunch, Jessica called the **meeting to order**.
- Elaina motioned and Michelle seconded to approve the **minutes** with no adjustments or questions. Motion passed unanimously.
- Introductions took place of all members at table.
 - Conemaugh – Samantha Ruselowski
 - Confluence – Sherry McClintock PAST – Carrie Steele – NEW
 - Eagle View -
 - Kantner – Ginny Kelly
 - Meyersdale – Ruth Mulnix
 - Tech Center – Melissa Toy
 - Windber -
 - EHS – Elaina Knopsnyder 1, Amber Shull 3, Ruth Mulnix 4.
 - Community Reps – Sue Knarr AIU08, Sara Butterbaugh CYS, Vanessa Hilliard Past Parent, Katrina Flamm Past Parent, Michelle Kimball Past Parent,
 - Family Services Manager – Sharon Pugh
 - Executive Director – Dave Mrozowski
 - Director – Anne Garrison
- **Executive Director's Report :**
 - Dave shared information concerning the state budget and the continued impasse. Tableland has approved an additional line of credit through November.
- **Director's Report :**
 - Anne passed out her report and reviewed September Early Head Start and Head Start data.
 - Anne spoke of Head Start Non Competitive grant, shared the information for application and grant goals. Grant was discussed

- VOTE – for approval of the Head Start/Early Head Start Grant for FY16 application. Motioned by Elaina and seconded by Amber.
 - VOTES for approval of positions ~
 - Motion to hire cook for Tech Center ~ Heather Pyle : Motioned by Ruth and Seconded by Katrina
 - Question was asked by Katrina about the other applicant becoming a substitute since she didn't get the position. She also asked about how hiring occurs with equal qualifications. Jessica explained that when candidates hold the same experience, qualifications, a current or past parent takes precedent in the application process.
 - Information provided by Anne concerning the contracting of 2 Early Head Start parents to clean before and after playgroup.
 - Discussion of Community and Parent Reps for new council. ~ Jessica explained Policy Council and how the make up is and how it works. She referred to the meetings and planning sessions that are needed to keep the voice going for the parent of Head Start.
 - Ginny from Kantner asked about school spirit week and how and why classrooms were /were not participating. She was referring to pajama day today and Halloween costume day on Friday. Jessica, and Sharon explained the atmosphere of Head Start classes as to not promote any one thing more than any other. School spirit days will be discussed as noted by Anne, and the ability for the teacher to make determinations about participation and its effect on the classroom.
- **Fiscal Report** for September was reviewed through Anne. In-kind information is still “catching up” for the year. Anne also shared an year end report that typically gets out prior to June, yet was overlooked this year. Report stated that we were a bit overspent, yet not enough that it drew a fiscal challenge.
 - VOTE - Fiscal for both reports -Sara made a motion to approve, seconded by Amber.
- **Center and Early Head Start Reports**
 - Sherry reported for Confluence.
 - Ginny reported for Kantner.
 - Ruth reported for Meyersdale.
 - Melissa reported for Tech Center.

- Elaina reported for EHS 2.
- Amber reported for EHS 3.
- Ruth reported for EHS 4.
- **Community Agency Reports :**
 - Sara Butterbaugh from CY5 spoke about vacancies they are experiencing and the stressors this puts on her program agency wide.
 - Sue Knarr reported the hiring of a new speech pathologist to pick up immediately following the leaving of the current.
 - John Vatauk reported on the Affordable Housing board issues, and thanked Dave for getting involved. He also spoke of the budget issues and the 219 road progress and project.
- **Old Business :**
- **New Business :**
- **Other Items :**
 - Next Meeting Date :
 - Unknown at this time.
 - No November meeting
 - Policy Council training and 1st meeting will take place together, off site, for most of a day. More to come on date and location.
- **Adjournment :** A motion was made by Katrina and seconded by Amber to adjourn the meeting. Meeting was adjourned at 1:03 pm.