

TRI-COUNTY COMMUNITY COUNCIL, INC.
HEAD START
2499 CYPRESS STREET
WESTVILLE, FL. 32464

POLICY COUNCIL MEETING
June 1, 2009

Present:

Gena Carnley
Crystal Cooper
Kelly Laminack
Suzan Gage
Jessica Carroll

Absent:

Woodrow Vaughn
Crystal Yancey
Sheron McLaney
Michelle Davis

Guests:

Kim Gillis
Cynthia Brown
Kay Whitenight
Dorothy McClendon

Guests:

Barb Lawniczak
Carolyn Clear
Kathy Shull

The meeting was called to order at 5:58 P.M. by the Policy Council chairperson, Gena Carnley.

Roll call was taken by the Director's Assistant, Kay Whitenight, in lieu of Policy Council Secretary, Crystal Yancey, being absent. A quorum was established with five present members and four members absent.

The minutes for the meeting of May 4, 2009, were reviewed. Suzan Gage made the motion for the approval of the minutes, and Crystal Cooper seconded the motion. The group voted their approval of the minutes as written.

Chipley had their year-end-celebration at the Grace Assembly of God Fellowship Hall on May 26th. The 4-yr. olds performed songs from Choosy Kids. There was good attendance at this event. They had a water day on Wednesday, May 27th with the Chipley Fire Department helping with the celebration.

Walton children who would be going to West DeFuniak School visited their school on May 6th. There was a transition lunch held at the Chautauqua center on May 7th. On May 8th the mayor read a book to the children and they sang for him. A bus fire drill was held on May 21st. On May 26th the children going to Mossy Head visited their school. Children going to Maude Saunders visited their school on May 27th. May 28th was the end-of-the-year celebration held at the center with games, activities, and awards. There was a good turn out and everyone had a good time. May 29th was the last day of school in which the children could relax and ate ice cream.

Westville had an assembly for their end-of-the-year celebration on May 28th at which time the children sang songs and received their certificates. Afterwards, everyone went to Prosperity Park for hot dogs and chips; and the children played.

Chautauqua had no representative.

Kim reviewed the Director's Report stating that all enrollments are filled to the end of the year. All centers are maintaining their waiting lists, those who are eligible, and those who are over income. Attendance is over 85% except for Chautauqua. One child from each of the following centers dropped out and will not be replaced by the end of the year: Chipley, Walton, and Westville. Chautauqua's attendance dropped below 85%; no explanation needed due to it being the end of the year. Disabilities show 26 children who are receiving

services; and none are waiting for their eligibility meeting. USDA meals totaled 9,315 and the expenses were over by \$1,186.42. In-kind is at 58.96% which is higher than it was at this time last year. We plan on hiring a center coordinator for the Walton center this summer. Kim touched upon several line items on the financial status report that will probably be changed in June. The line items that may change is out of town travel, health/disabilities supplies, food service supplies, utilities/telephone, child transportation, and technology. She will be meeting with bookkeeping around the middle of this month to make some adjustments. Kim went over the highlights on the Health Advisory Committee minutes. The meeting was held on April 28th.

Under old business:

There was no old business.

Under new business:

Kim mentioned the revisions to the 2009-2010 School Calendars to reflect the VPK activities when Head Start is not in session. Kim asked the Policy Council members for their approval to apply for the Head Start Expansion grant and the Early Head Start Expansion. She explained what the applications entailed and how we would proceed with the grants. Kim stated that when all the figures were in place, we will mail the information to them. Did the group want to call a special meeting to vote their decision or would they prefer a telephone poll? The group agreed that they would prefer the telephone poll. The last item for approval was a revision to the Long-Term Goals & Short-Term Objectives after it was reviewed by the Planning Committee. Kim asked the group if they had any suggestions or additions to make before putting it to a vote.

The following items were reviewed and approved:

2009-2010 School Calendars (Revision)

Motion: Kelly Laminack

Second: Jessica Carroll

Head Start Expansion

Motion: Jessica Carroll

Second: Kelly Laminack

Early Head Start Expansion

Motion: Suzan Gage

Second: Jessica Carroll

Long-Term Goals & Short Term Objectives

Motion: Suzan Gage

Second: Crystal Cooper

FYI/Discussion-

Monitoring Re-visit Review-Emilio and Robin were here on May 18th and 19th. They did their own observations. Their information was complied to be submitted for the findings of the non-compliance. The event seemed to go very well. Official word will come from Washington that our non-compliance items have been corrected.

Budget-Kim made some comments as to the trend of certain line items dealing with the children and services. She asked the group if they had any inputs, questions or comments about the budget. She'll be working on next year's grant renewal in the near future.

Policy Council Make-Up-After much discussion, the group decide that the present make-up of the Policy Council should remain the same.

Risk Management Phone Call-The call which took place in Joel's office was on May 13th with Kim and Dorothy present. The only problem that the Risk Management Team found was that the dental was a concern. The group asked questions about the dental problems and Kim gave them the information that was still in play.

Planning Committee Meeting Update-The last meeting on May 26th went pretty well and all objectives in the Long-Term Goals and Short-Term Objectives being discussed. The next meeting is scheduled for July 21st at 2:30 p.m.

Summer Work-The administrative office will be changed for the summer to operations Monday through Thursday and the hours being 7:00 a.m. to 5:30 p.m.

Take Home Items:

None

Announcement:

None

Adjournment -

The meeting was adjourned at 6:58 P.M. following a motion by Kelly Laminack, and seconded by Jessica Carroll. The next Policy Council meeting is scheduled for August 3, 2009.