

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

POLICY COUNCIL MEETING
September 8, 2009

Present:

Gena Carnley
Crystal Cooper
Kelly Laminack
Sheron McLaney
Woodrow Vaughn
Jessica Carroll
Crystal Yancey

Absent:

Michelle Davis
Suzan Gage

Guests:

Kim Gillis
Kathy Shull
Kay Whitenight
Dorothy McClendon
Meredith Telfer
Billie Cotton

Guests:

Barb Lawniczak
Carolyn Clear
Kathy Johnson
Debbie Doss
Freddie Doss
Jennifer Maples

The meeting was called to order at 6:00 P.M. by the Policy Council chairperson, Gena Carnley.

Roll call was taken by the Policy Council Secretary, Crystal Yancey. A quorum was established with seven present members and two members absent.

Gena asked the new members to give their names and tell the group a little bit about themselves. Policy Council chairperson, Gena Carnley, read the names of the new candidates to be seated/re-seated. The parent members are: Debbie Doss from Chautauqua; Jessica Carroll and Meredith Telfer from Walton; Billie Cotton and Jennifer Maples from Westville. Woodrow Vaughn made the motion for the approval of the new term members, Kelly Laminack seconded the motion. The group voted their approval of the new term members.

The minutes for the meeting of August 3, 2009, were reviewed. Woodrow Vaughn made the motion for the approval of the minutes, and Sheron McLaney seconded the motion. The group voted their approval of the minutes as written.

At the Westville parent meeting, a fieldtrip is being planned for Gulf World for September 17th and 25th. There will be a lunch with the grandparents on September 11th. Thirty-four parents attended the meeting and plans are being discussed for the year's three big events. School pictures will be on September 22nd.

Chipley's parent meeting had the election of new officers and a discussion about new activities for this year. Lunch with the grandparents will be on September 13th with activities from 1:00 – 2:00 p.m.

Chautauqua had their parent meeting today with seven parents attending and officers were elected. It was an organizational time with future discussions about Gulfarium and other fieldtrips.

Walton had their parent meeting on September 1st and elected officers. Their grandparent lunch will be on September 11th, and their next parent meeting will be on the 10th to discuss activities, fieldtrips, and big events.

Kim explained the Director's Report to the new members stating how many children are enrolled in Head Start, VPK and are subsidized. The waiting list with those eligible and over income; vacancies and how long; and attendance were clarified. Disabilities will not be recorded until referrals have been made. USDA meals were

counted, but we do not have the costs. In-kind is at 65.0% which is higher than it was at this time last year, although, we don't have the figures with the additional funding. One staff is resigning and another staff has transferred to the Bonifay office. The financial status report has had some figures adjusted to pull some items, like utilities, out of the red.

Under old business:

There was no old business.

Under new business:

Kim pointed out the revisions that were made to the policies & procedures and to the Planning Plan. She discussed changes involving our new hires. Barb was asked to explain how she compiled the Parent Training Plan. The revision to the Walton school calendar was explained by Kim.

The following items were reviewed and approved:

Seizures Policy & Procedure Motion: <u>Kelly Laminack</u>	Second: <u>Crystal Yancey</u>
Head Lice Policy & Procedure (Revised) Motion: <u>Kelly Laminack</u>	Second: <u>Crystal Yancey</u>
Hand Washing Policy & Procedure (Revised) Motion: <u>Kelly Laminack</u>	Second: <u>Crystal Yancey</u>
Planning Plan (Revised) Motion: <u>Billie Cotton</u>	Second: <u>Jessica Carroll</u>
Hiring of Amanda Vanmeer, Center Assistant at Walton Motion: <u>Crystal Yancey</u>	Second: <u>Jessica Carroll</u>
Hiring of Eileen Tracy, (ARRA) Teacher Assistant / Floater at Admin. Motion: <u>Crystal Yancey</u>	Second: <u>Jessica Carroll</u>
2009-2010 Parent Training Plan Motion: <u>Jessica Carroll</u>	Second: <u>Sheron McLaney</u>
Walton County Calendar (Revised) Motion: <u>Crystal Yancey</u>	Second: <u>Sheron McLaney</u>

FYI/Discussion-

Received – Head Start Body Start Play Space Grant-The new playground will be at the Walton Head Start center. Funding will arrive about October 1, 2009, and a playground designer will be contacting us.

E-Rate – Approved-We will be receiving a 90% discount on our land and cell phones for 2009-2010.

VPK / Subsidized-Walton is the only center that is having VPK and extended care this year. None of the other centers could obtain the 10 children minimum. Walton has 12 children for VPK and 2 subsidized.

Upcoming Trips-Dorothy and Kim will be attending a seminar in Tallahassee on September 14th.
September 15th, they will be attending fiscal and planning training in Jacksonville. Ruth and
Kim will be at Daytona Beach on September 29th & 30th to attend emergency preparedness
training.

Take Home Items:

None

Announcements:

None

Adjournment -

The meeting was adjourned at 6:35 P.M. following a motion by Woodrow Vaughn, and seconded by
Jessica Carroll. The next Policy Council meeting will be scheduled for October 5, 2009.