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Description automatically generatedPasco County Schools Early Childhood Programs**

**Early Head Start/Head Start**

**Policy Council Minutes - October 14th, 2021**

**Call to Order**

The meeting was called to order through Zoom at 10:35 am with Sara Langi, Supervisor of Family Outcomes and Amiee Kobielnick, Chairperson welcoming all participants. Quorum was established.

**Old/New Business**

The minutes from the September meeting were emailed to members to review before today’s meeting. There were no corrections to the minutes. Motion made by Odette Odierno, James M. Marlowe to approve the minutes. Seconded by Nina Stewart, Lacoochee. Motion passed.

Sara Langi briefed members on business that was addressed in last month’s meeting: Shared decision making and officer announcements.

Revised Bylaws were emailed to members to review before the October meeting. Changes were noted.Motion made by Odette Odierno, James M. Marlowe to approve the revised bylaws. Seconded by Amanda Shelton, Fox Hollow. Motion passed.

The revised attendance procedures for classroom and family outcomes staff was emailed to members. Motion made to approve the procedures by Amanda Shelton, Fox Hollow. Seconded by Odette Odierno, James Marlowe. Motion passed.

**Breakout Groups**

Participants were placed in one of two groups for an overview of Goals-at-a-Glance - Quality Classrooms and ERSEA.

**Sneak Peek**

Leslie Thomas, Education Specialist, presented an overview and short video on Fine Motor Observation.

**Community Assessment** **Overview**

Elizabeth DeCamilla shared information from the 20-21 update as the program’s 21-22 update is still pending finalization.

**Monthly Program Information Report**

Alexis Russell, ERSEA Coordinator presented the following information for the month of September in comparison to August: Number of families enrolled in Head Start and Early Head Start, a breakdown of how each enrolled family has qualified, the number of families withdrawn, on the waiting list, the number of children enrolled with a diagnosed disability, center attendance percentages, and number of meals served. Clarification was provided that based on the waiting list numbers, sites that have a waiting list are typically full and parents are not willing to drive to another location.

**Budget Report**

Jaysza Rosario Agostini, Finance Account Analyst presented the program budgets and in-kind reports. Motion made by Odette Odierno, James M. Marlowe to approve the budget report. Seconded by Tracy Blimes, Community Representative. Motion passed.

**Personnel Recommendations**

Sara Langi provided the member with a list of personnel who have been hired. Reminder that all applicants go through a thorough hiring process with the District’s Human Resources Department. Motion made by Odette Odierno, James M. Marlowe to accept all personnel recommendations. Seconded by Tracy Blimes, Community Representative. Motion passed.

**Program Vacancies**

Currently there are the following vacancies: Social Educator, Secretary III, Teacher (PES), IA (2 @FHES), CA (CWTES)

**Upcoming Program Functions & Door Prize**

April Mangiaracina, Family Services Coordinator shared the following information: Parent meeting October 26. The meeting will be on dental health and will be offered in Spanish and English as well as AM and PM. All members in attendance today will receive a book for their child. A drive through fall reading event will be held on November 4. Please be sure to check your child’s backpack for more information.

**Adjournment**

Motion made by Odette Odierno, James M. Marlowe to adjourn the meeting at 12:21 pm. Seconded by Tracy Blimes, Community Representative. Motion passed.