

# Policy Council Committee Meeting

## November 19, 2015

### 1. Introductions & Roll Call

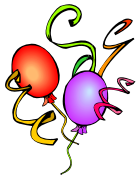
**Representatives:** Christa Nielsen, Kristie Harris, Flavia DeBrito, Karen Harrington, Sandra Winters, Sheila Dees, Robin Cochrane-Crane, Frank Condon, and Marisah Colon. **A quorum was present.**

**Staff:** Kathy Colfer, Tracye Fortin, Jennifer Pare, Sharon Poulin, and Jami Polis.

**Absent:** Heidi Sallee.

**Visiting Parents:** Kelly Clauson, Patricia Ouellette, Raelyn Libby, and Judy Kitchen.

### 2. Policy Council Orientation



**Welcome new members!!!! Orientation of new Council members occurred. Discussions focused on Head Start's shared governance structure and meeting formats and how the Council interacts and works with KVCAP's Board of Directors.**

The December agenda will focus on election of officers. The importance of participating in Policy Council was discussed and members were asked to encourage other parents to join in program and governance activities. Members were urged to consider these roles because it is an opportunity to learn new skills that can be utilized outside of the meeting room.

### 3. Policy Council ByLaws Review/Approval

A two-thirds quorum was present. In-depth discussion focused on the composition of the Council and the ByLaws. Revisions to ByLaws include the addition of seats for the new sites: Clinton Preschool, Skowhegan Early Head Start, Family Child Care, and the Maine Children's Home, which is a partner in the Early Head Start Child Care Partnerships grant.

Motion to: Accept and Approve the Policy Council ByLaws as presented and recommend to the KVCAP Board of Directors.

Motion by: Sandra W.

Seconded: Flavia D.

Vote: AIF

### 4. New England Head Start Association Conference

The New England Head Start Association Parent Leadership & Director Conference will be held on December 15 – 16, 2015 at the Courtyard Marriott in Nashua, New Hampshire. Mileage, meals, and room costs are included. Childcare is not available for this event, but a childcare stipend will be available to parents if needed. If you are interested in attending, please contact Jennifer Pare at (207) 859-1613 or by email at [jenniferp@kvcap.org](mailto:jenniferp@kvcap.org).

### 5. Content Topic Areas

The Director of Child & Family Services shared with Council members that at some meetings over the next program year, a Content Specialist will join the beginnings of meetings to talk about any topics that parents are interested in (i.e. OWL, Conscious Discipline, Health and Nutrition, etc). A list of possible topics will be presented at the December meeting, where Council members will choose which topics will be presented each month.

6. **Treasurer's Report**

Beginning Balance	\$	300.00
<u>Paid Out</u>	<u>\$</u>	<u>71.28</u>
<b><u>Ending Balance</u></b>	<b><u>\$</u></b>	<b><u>228.72</u></b>

Motion to: Accept Treasurer's Report and Adjourn.

Motion by: Sandra W.

Seconded: Frank C.

Vote: AIF