

Policy Council Committee Meeting

December 11, 2017

Motion to: Open the meeting.
Motion by: Kelly C.
Seconded: Michele G.
Vote: AIF

1. Introductions & Roll Call

Representatives: Jacksie Witham, Michele Gonya, Melinda Pooler, Stacy Pierpont, Kelly Clauson, and Carolyn Courtney. **A quorum was present.**

Staff: Tracye Fortin and Jennifer Pare.

Excused: Kaitlin Taylor, Jolene Brown, and Kelley Dow.

Absent: Ryan Celli, Samantha Hutchins, and Christina Gilman.

2. Review/Approval of Meeting Minutes

Motion to: Accept and approve meeting minutes of 11/16/2017.
Motion by: Stacy P.
Seconded: Kelly C.
Vote: AIF

3. Election of Officers

Reviewed duties of each position in detail. Council members expressed their interest in specific positions.

- Chairperson – Jacksie Witham

Motion to: Approve recommendation of Jacksie Witham for Chairperson.
Motion by: Stacy P.
Seconded: Michele G.
Vote: AIF

- Vice-Chairperson – Two parents expressed interest, so a ballot vote took place and Melinda Pooler was recommended.

Motion to: Approve recommendation of Melinda Pooler for Vice-Chairperson.
Motion by: Kelly C.
Seconded: Jacksie W.
Vote: AIF

- Secretary – Michele Gonya

Motion to: Approve recommendation of Michele Gonya for Secretary.
Motion by: Kelly C.
Seconded: Melinda P.
Vote: AIF

- Treasurer – Tabled to next month's meeting to see if any additional interest.

Motion to: Approve recommendation to table Treasurer to next month's meeting.

Motion by: Kelly C.

Seconded: Melinda P.

Vote: AIF

Thank you for your willingness to play a leadership role on the Council!!

4. **Parent report from New England Head Start Conference**

Jacksie Witham attended the New England Head Start Association Leadership Conference in Nashua, NH. She explained what a wonderful conference it was and would recommend it to any parents interested in attending next program year. The Assistant Director shared that this informational conference includes highlights from both regional and national Head Start. We will discuss during upcoming Policy Council meetings.

5. **Content Lead Presentations**

The Assistant Director shared that each month, at the start of the Policy Council meeting, we can have a presentation on areas of focus throughout the program. She shared that in January, Michelle Prince, KVCAP Chief Operating Officer, will be attending to gain parent input into KVCAP's Strategic Plan. In March, Kristen Holzinger, the Associate Director of Comprehensive Systems, will join to present on Pathways to Success to overview the Family Services partnership work. If any Council member is interested in a specific topic, please let us know and we can coordinate a presentation/discussion.

6. **Fatherhood Meeting**

The next Fatherhood meeting date has not yet been scheduled, but the date will be shared once it has been confirmed.

7. **Policy Council Pins**

Michele Gonya expressed interest in pins for Policy Council. Following discussion, a recommendation was made to order Policy Council pins for members.

Motion to: Accept recommendation for Policy Council pins.

Motion by: Jacksie W.

Seconded: Michele G.

Vote: AIF

8. **Treasurer's Report**

Beginning Balance	\$	300.00
<u>Paid Out</u>	<u>\$</u>	<u>33.88</u>
Ending Balance	\$	266.12

Motion to: Accept Treasurer's Report and Adjourn.

Motion by: Michele G.

Seconded: Kelly C.

Vote: AIF