

**DULUTH HEAD START
POLICY COUNCIL MEETING MINUTES
JUNE 7, 2011**

Members Present: Jo Marie Steenblock, Carla Kisley, Syndy Bilges, Steph Mills, Shannon RedBrook, Carrie Weisinger, Aaron Anderson, Tom Yellowman, April Murphy, Jordan Swader, Bryan Sunnafrank, Seth Nuthak

Staff present: Pam Rees, Samantha Webster

Quorum Established at 6:17

Minutes from last meeting

No Discussion

Motion to approve: Steph

Second: Ryan

Motion Passed

Financial Report

Pam stated she is getting together with the Grant Specialist to finalize budget spend down. Carrie questioned about the Duluth Pediatric Dentistry. Ryan questioned Lee's Pizza. Found some typing errors. Steph asked if there is money left over could we use it for a family summer event. Pam will look into it.

Motion to approve: April

Second: Shannon

Motion Passed

New Business

State Head Start Grant Application

Pam explained what is being sent in for our grant proposal. She explained that most of the funds go to wages and fringe. Pam then explained the non-labor line items. Ron had a question regarding the "empty hole" for rent. Pam stated we don't have to pay rent.

Motion to approve: Ron

Second: April

Motion Passed.

State Review Follow-up

Pam explained what happened when the State reviewers came in for the review. One thing that was noticed was our childcare collaborative teacher's training/qualifications were questioned. Another issue was that at a collaborative site, children were being enrolled without following our own enrollment procedure. This was an oversight with a few kids. We have responded to all issues and made our corrections. Pam will see that all staff at the childcare is qualified.

Old Business

Parent Dinner

Discussed how the parent dinner went. Pam told the group what the Radisson had to say. Apologized for running out of sauces, not refilling fast enough. 210 people RSVP'd and only 159 showed up. Head Start guaranteed 185 people. We still didn't have enough food. The Radisson adjusted the bill due to all of this. Complaints were made by parents.

Policy Council Funds-Parents Raised

Discussed doing the Pizza Train for Policy Council parents to recognize everyone's hard work. Syndy called to get details for the pizza train. Steph mentioned the Vista if we can't do the train. Wednesday, June 22 was discussed as an option. Syndy suggested July 10. Pam will look into days and places (Pizza Train/Vista). Use the Parent Fund checking account for this event.

Motion to approve: Ron

Second: April

Motion passed

Other/ Announcements

Syndy gave information on the new phone number and location of the LSS Crisis Nursery, formally known as Bethany Crisis Nursery.

Adjourn 7:24 p.m.

Motion to adjourn: Steph

Second: Shannon

Motion passed