



SENDCAA Head Start Birth to Five Policy Council

Tuesday, March 21, 2023

12:00 – 1:00 PM

Central Site Conference Room & Virtual “Zoom” Meeting
3233 University Drive South (use west entrance)

If you are unable to attend, please call 235-8931.

Meeting Minutes

Welcome and Call to Order: 12:03pm		Nicole
Roll Call , Introductions, Status of Quorum		Nicole
	Teresa L- Central	Kelsee B-Lisbon
	Amber E- Central	Nicole C-Wahpeton
	Alyssa B-South	Angelia H-EHS
	Matour A- South	Jamall B-EHS
x	Tamia C-West	x -Board: Shantel F.
		-Board: Cheri J.
	Haley H-Comm Rep	-Board: Beth M.
	Jennifer F- Comm Rep	
Current Members Present		2/14
Percentage Present		14%
Non-voting members present: Nicole C, Koral S, Jamie S, Heather B, Brandon K		
Quorum Present (51%+ membership)		
	Yes	x No, 2/3 vote used to conduct business
Review Previous Month’s Minutes		Nicole
<ul style="list-style-type: none"> No discussion or questions. <ul style="list-style-type: none"> ➤ Motion to approve February minutes unable to be completed at this time. 		
Financial Reports		Nicole
<ul style="list-style-type: none"> Financial Statement Credit Card Statement <ul style="list-style-type: none"> ➤ Motion to approve financials unable to be completed at this time. 		
Review Parent Involvement Reports		Nicole
<ul style="list-style-type: none"> In-Kind Report Parent Earnings Report 		

Enrollment Report/Attendance <ul style="list-style-type: none"> • Attendance Report • CACFP/USDA Report 	Nicole
Discussion & Approval of New Staff Hires & Resignations New Hires: Resignations: Heather Alberty-Schaffer <ul style="list-style-type: none"> ➤ Motion to approve new hires/resignations unable to be completed at this time. 	Nicole
Discussion & Approval of Head Start Annual Report 2021-2022 <ul style="list-style-type: none"> ➤ Motion to approve 2021-2022 Annual Report unable to be completed at this time. 	Nicole
ERSEA & Family Services <ul style="list-style-type: none"> • ERSEA Plan Discussion & Approval <ul style="list-style-type: none"> ➤ Motion to approve ERSEA Plan unable to be completed at this time. 	Nicole
Review of By-Laws	Nicole
Head Start Policy & Regulations <ul style="list-style-type: none"> • Information Memoranda • Communication and guidance from Secretary • Grant Applications/Correspondence 	Nicole
Head Start/Early Head Start Monthly Program Overview	Nicole
Adjournment: 12:51pm	Nicole