



EARLY LEARNING POLICY COUNCIL

ATTENDANCE

November 20, 2018

SITES REPRESENTED BY ELECTED PARENT REPRESENTATIVES:

Tacoma SD / Whittier Elem
 Heritage Head Start / Seola Gardens
 Multicultural Family Hope Center / MCFHC
 Auburn SD / Chinook @ NW Fam Church
 Issaquah SD / Briarwood Elem
 Federal Way SD / Brigadoon Elem
 PSESD Home-Based / Downtown Bates
 Auburn SD / Lea Hill Elem
 Federal Way SD / Truman High
 Shoreline SD / North City
 Tacoma Community College / TCC ELC
 Federal Way SD / Uptown
 Kent Youth & Fam Svc / Panther Lake
 PCHS / Bonney Lake
 PCHS / PP Sumner Avanza

PCHS / PP South Hill Puyallup
 Renton SD / PP Meadowcrest ELC
 Vashon SD / Chautauqua Elem
 Educare / Educare
 Bates Tech College / Fife/Milton
 Bates Tech College / Downtown Campus
 Bates Tech College / Puyallup
 PSESD Home-Based / Tillicum – South Bates
 Auburn SD / Pioneer Elem
 WCCW / WCCW
 Hugs, Tugs & Luvs / HTL
 Renton SD / Meadowcrest ELC
 Midland’s Kiddie Korral / MKK
 PSESD Home-Based / Madison

INTERPRETERS

Adriana Flores, PSESD Renton

Blanca Rivas-LeFort, PSESD Renton

SITES REPRESENTED BY PARENT GUESTS

Shoreline SD / Pratt ELC

Lake WA SD / Bell Elem

SITE / STAFF GUESTS

Joanne Seng, Board Member
 Katy Brown, TPS Whittier
 Katie Jacques, AG Bell

Shirley Larrison, Angle Lake
 Vickie Warren, Meadowcrest ELC
 Melissa McPheeters, FPELC

PUGET SOUND ESD STAFF

Quincy Stone, PSESD
 Talena Dixon, PSESD
 Cheryl Polasek, PSESD
 Kathy Schirman, PSESD
 Barb Johnson, PSESD
 Natalia Juarez, PSESD
 Kaitlin Ellsworth, PSESD

Cheryl Habgood, PSESD
 Amanda Kirk-Woodbury, PSESD
 Decca Calloway, PSESD
 Kay Lancaster, PSESD
 Lori Pittman, PSESD
 Nelly Mbajah, PSESD

10:00 Welcome

KC welcomed both the 2017-2018 and 2018-2019 Policy Council Reps, Past Parent and Community Reps, Staff and other guests. KC led the group in a community builder activity. Shared an overview of the Policy Council documents for this meeting. Discussed the format of the meeting and explained that the 2017-2018 Policy Council will conduct business in the first half of the meeting and the 2018-2019 Policy Council will conduct elections in the second half of the meeting. The group had a short discussion on election process.

10:15 Ice Breaker Activity

KC introduced a Bingo activity designed to help Policy Council reps get to know each other and move around the room.

10:35 Policy Council and Governance Overview

Lori Pittman, Policy, Advocacy, and Governance Advisor, presented an overview of Policy Council Shared Governance model including an overview of performance standards, regulations and voting rules.

11:00 Binder Scavenger Hunt

KC led parents in a Policy Council binder scavenger hunt to help 2018-19 reps get familiar with the information in the binder, including: general PC information, by-laws, resources, PSESD background information, and Leadership Team details.

11:15 Policy Council Business

2018-19 Policy Council Leadership introduced themselves and shared the responsibilities of their position.

Policy Council Meeting Minutes

Policy Council reviewed the October minutes for accuracy.

TL motioned that the October meeting minutes were presented, reviewed, and that all questions were answered. ER seconded the motion. Motion passed.

Fiscal Reports Summary

Policy Council reviewed the October Fiscal Summary. The Policy Council Leadership Team reviewed these full reports at their meeting on November 4, 2018. These reports are available on the Early Learning website following the meeting (go to www.earlylearningwa.org, click on **Governance**, then choose **Policy Council** from the drop-down menu, and choose **Policy Council 2018-19** for the handouts for the current program year).

DY motioned that the October Fiscal Summary, which reflects the September Budget and August Procurement Card has been presented, reviewed, and that all questions were answered. SH seconded the motion. Motion passed.

Policy Council Treasurer's Report

Policy Council reviewed the August Treasurer's Report.

DY motioned that the August Treasurer's report has been presented, reviewed, and that all questions were answered. SS seconded the motion. Motion passed

Personnel Actions

Policy Council discussed parent involvement in the hiring process and asked parents to review the November Personnel Actions.

SS motioned that the November Personnel Actions were presented, reviewed, and that all questions were answered. TL seconded the motion. Motion passed.

11:45 Recognition of 2017/18 Parent Representatives

Thank you to the 2017/18 Parent Representatives! Special recognition and thank you to those who have reached their lifetime limits. We acknowledge the commitment and values of each parent!

12:00 Community Representatives: Past Parents and Agency Community Representatives

Leadership Team explained the role of community representatives in Policy Council and called for a vote to approve the 2018-19 slate of Past Parents.

TL motioned to approve the slate of 2017-18 Past Parents as Community Representatives. SS seconded the motion. Motion passed.

12:15 Lunch

12:45 Leadership Team Elections

Vote on each of the 11 Leadership Team positions:

ECEAP Co-Chair – Elected MM

Head Start Co-Chair – Elected KC

ECEAP Co-Vice Chair – *Elected DM*

Head Start Co-Vice Chair – Elected JH

Secretary/Treasurer - *Elected LB & ER*

Member at large, ECEAP - *Elected GS*

Member at large, Early Head Start – *Elected SW*

Member at large, Head Start *Elected SS*

WSA Rep, EHS/HS - *Elected AR*

WSA Rep, ECEAP - *Elected CJ*

2:00 Adjourn

Upcoming Meetings:

Leadership Team, December 4, 2018
10:00 a.m. to 1:00 p.m.

Policy Council, December 18, 2018
10:00 am to 2:00 pm

ECEAP Co-Chair: _____

Head Start/Early Head Start Co-Chair: _____

(Policy Council Minutes are signed after approved at following month Policy Council Meeting when they have been approved as final)