

Date of Policy Council Meeting: 9/15/11

Place of Meeting: Mandan Meeting was called to order at: 7:07 pm

Attendance: (Copy from In-Kind Sheet)

Lacey Stricker, Justin Massey, Jessica Ohlhauser, Stephanie Summers, Maria Kessler, Tauscha Lowe, Christal Peterson, Bonnie Mavity, Christy Metz, Danielle Olson, Melinda Belling, Stephanie Scott. On Phone: Nicole Gabriel, Melissa Villaneda, Nichole Reineke

Parents: Benjamin Goss, Duke Kessler

Staff: JoAnn Brager, Lora Isakson, Kim Ell, Karla Kalanek, Maria Pflieger, Wendy Glass, Linda Schultz, Sam Gregerson, Shelly Simon, Amy Rust

Quorum Met: Yes No

Approval of Minutes: Motion: Steph 2nd:Christy Approved: Yes No

Treasurer's Report: In-Kind Am't: \$59,185.00 (needed); Checking Account Am't: \$8,636.85 Fiscal report was reviewed. Treasurer's Report Approved: Motion Maria 2nd: Christy Approved: Yes No

Family Night Reports:

Mandan: n/a

Carson/Elgin: n/a

New Salem: n/a

Hebron: n/a

Beulah/Hazen: n/a

Classroom Updates (If needed):n/a

Old Business:

Personnel

Discussion: JoAnn explained to Policy Council their part in personnel issues. The Head Start Act of 2007 no longer required PC approval for hiring/termination of employment. However, the Head Start Performance Standards do require PC approval. WRHS will follow the most strict requirements.

Staff Attending

Discussion: Staff will be attending the first two PC meeting so they have a better idea of what happens at PC meetings and to assist their Reps with questions and with the WIKI site. This was a recommendation as a result of the annual self-assessment back in January 2011.

Continuation Grant

Discussion: JoAnn explained the 2011-2012 Continuation Grant. WRHS's grant year goes from September 1 through August 31 of each year. This grant was submitted on May 31, 2011 to the Office of Head Start in Denver. You can find this information on the WIKI under "documents."

New Business:Sub Committee's

Discussion: The Sub Committee's were explained and a sign-up form was passed around.

Valuation of in-kind Motion by: Stephanie Summers Seconded by: Justin M Passed:

Yes No

Discussion: In-kind and valuation of in-kind were explained. The average pay and benefits are \$14.15 per hour. Policy Council rate is double the amount at \$28.30 per hour. When you are on the phone for PC, please be sure to sign an in-kind form and identify your volunteer time as "Policy Council meeting."

Forms Signed

Discussion: Confidentiality Agreement & Waiver of Liability, Release of Information for WRHS website, WIKI user name signup, and Conflict of Interest Declaration forms were explained and signed by all members present. Also reviewed was the Policy Council Introduction - which is a script for when PC members contact other parents in their classrooms. Annual training and the monthly training schedule was also reviewed.

Election of Community Reps Motion by: Bonnie Seconded by: Angie Passed: Yes

No

Discussion: JoAnn presented a letter with three community representatives for approval by Policy Council: Dawn Mehlhoff, Mandan; Becky Lensegrav, Flasher; and Kala Geestman, Beulah; are all interested in being a community representative for Policy Council 2011-2012.

Election of Officers

Discussion: Office positions were explained (Chairperson, Vice-Chairperson, Secretary, Treasurer) and nominations and voting were completed; Tauscha Lowe is Treasurer, Secretary is Stephanie Summers, Vice Chairperson is Stephanie Scott.

TRAINING:Road to Leadership

Discussion: JoAnn explained the responsibility of leadership. The Road to Leadership was reviewed and members signed the document.

Time & Location of next meeting: Thursday, Oct 20, 2011 at 6 pm CT at Seven Seas; Child care will be available beginning at 5:30 p.m. CT in the Mandan center. This training is for Policy Council and the HIT Board of Directors.

Motion to adjourn: Made by: Christy Seconded: Steph Summers Time: 8:24 pm