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| http://lsf-hsehs.lsfnet.org/PublishingImages/EarlyHeadStartLogo2.gif | **SENDCAA Head Start Birth to Five**  **Policy Council**  **Tuesday, March 21, 2017**  **5:00 – 6:00 PM**  **Central Site Conference Room**  **3233 South University Drive (use west entrance)** | |
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**---Meeting Minutes-- -**

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| **Welcome**  **Call to Order 5:10 pm**  **Roll Call – Introductions & Declaration of Quorum or Lack Thereof**  *Danielle John- Central FD*  *Maryan Mahamoud- West PD*  *Amanda Laducer- West PD*  *Zinah Al Badrani- South FD*  *Alicia Clements- South PD*  *Raymon Nelson- SENDCAA Board Member*  *Jerry Erickson- SENDCAA Board Member*  *Lynette Seminole- SENDCAA Board Member*  *Rebecca Ney-Staff*  *Quorum not met, 5 of 14 voting members present. 2/3 vote of those in attendance used for motions.*  **Review of previous months minutes & Motion to Approve**  *All members reviewed the minutes from last month’s meeting. Motion to approve the previous meeting’s minutes made by Danielle and seconded by Maryan.*  **Financial Report**   * **USDA** * **In-Kind**   *Members were given the financial reports for the last month and asked to review them. A summary statement was read to members that we were slightly over on our budget but that the summer months will help even that number out. Discussed the attendance issues in LPO and Head Start’s early stages plan to remove the program. Staff emphasized that nothing is official.*  **Parent Earnings Report**  *The Parent Earning Account current amount was shared with present members.*  **Motion to Approve New Hires**  *Motion to approve new hires made by Alicia and seconded by Zinah.*  **Policy Council By-Law Discussion and**  **Motion to Approve**  *Members were asked to review the updated Operating Guidelines and By-Laws. Discussion was had on the option to amend the current rule of only allowing a member three 1 year terms, to allowing five 1 year terms as the new limit per performance standard. Motion to approve the Operating guidelines and by-laws with the addition of the 5 year maximum limit was made by Maryan and seconded by Alicia.*  **Finalized LGMS Review Corrective Action Plan**  **Motion to Approve**  *The corrective action plan was presented and reviewed with members of the Policy Council.*  *Motion to approve the Corrective Action Plan made by Alicia and seconded by Zinah.*  **Family and Grant Goals Update**  *Members were updated on progress made in the programs goals.*  **Program Updates**  *Rebecca read through updates on the various component areas at Head Start Birth to Five.*  **Adjournment 5:50 pm** | Rebecca N  Rebecca N  Rebecca N  Rebecca N  Rebecca N  Rebecca N  Rebecca N  Rebecca N  Rebecca N  Rebecca N  Rebecca N  Rebecca N |

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

If you have any questions about Policy Council or need a ride please contact the

**Family Advocate** at your site:

Central Center: Sam LaLonde, Family Advocate 235-8931

Early Head Start Center: Sheyenne Hill, Family Advocate 298-6758

Lisbon Center: Jill Bergeman, Health/Family Advocate 683-3133

North Center: Ashley Braaten Health/Family Advocate 235-8898

South Center: Alyssa Keller, Family Advocate 364-9331

Wahpeton Center: Barb Buck, Health/Family Advocate 642-9825

West Center: Emily Schmiess & Jess Zimmer Health/ Family 282-3351