

**Tazewell-Woodford Head Start  
Policy Council Minutes  
March 19, 2024**

**CALL MEETING TO ORDER**

The meeting was called to order by Sarah Ngiraibiochel at 5:30PM at the Family Center in East Peoria.

**ROLL CALL OF MEMBERS**

Policy Council Members: Quorum was present - Sarah Ngiraibiochel, Michael Bruner, Tiffany Algas, Jessica Grieves, Summer Barnes, Miranda Ehrat, Candace Taylor, Tonya Aldridge

Visitors – Amanda Bruner, Amy Schroeder

Head Start Staff- Donna Ashley, Lindsey Markle, Julie Dennis

**APPROVAL OF MINUTES**

Motion made by Jessica Grieves and seconded by Summer Barnes to approve the February 27, 2024 minutes as typed. All ayes. Motion carried.

**PROGRAM GOVERNANCE**

**ADMINISTRATIVE BUSINESS**

**a. Program Financial Report**

Members received and discussed the Budget, Inkind, USDA Reimbursement, Credit Card Expenditures, and Monthly Attendance reports for the period ending February 29, 2024.

**b. Monthly Attendance**

Members reviewed program attendance for February 2024

**c. Personnel Committee Report**

No new employees

**PROGRAM BUSINESS**

Donna Ashley reviewed the current Personnel Policies that were emailed to members at the beginning of the month. There were no changes proposed. A motion was made by Miranda Ehrat and seconded by Tiffany Algas to approve the personnel policies as written. All ayes. Motion carried.

Lindsey Markle asked members for ideas to boost classroom attendance and parent participation in meetings and activities. Some of the ideas discussed were to allow children to have possibly five mental health days so parents don't feel like they need to say the child is sick. Other ideas were to offer incentives like prizes or pictures to encourage increased class attendance and parent participation.

**PROGRAM UPDATES**

Julie Dennis discussed the February Child Outcomes for the School Readiness Goals and compared them to ones received in October.

**PARENT COMMITTEE REPORTS**

For dental health awareness month, Deb Harris, from the Hult Center came to the parent committee meetings and did a presentation on the importance of dental health and how it affects our body. Parents received a goodie bag with a toothbrush, toothpaste, and dental floss for their children.

Teachers were present at each of the Parent Committee meetings to give classroom and center updates.

**NEW BUSINESS FOR NEXT MONTH'S MEETING**

Program Plans revisions

**MENU FOR NEXT MONTHS MEETING**

Tacos

**DOOR PRIZE WINNERS**

Congratulations to Michael Bruner and Jessica Grieves

**ADJOURNMENT**

Meeting was adjourned at 6:50 p.m.

**The next Policy Council Meeting is scheduled for Thursday, April 23, 2024 at the Family Center.**

**Policy Council Secretary \_\_\_\_\_ Date \_\_\_\_\_**