

Fairfax County Public Schools
Early Head Start/FECEP/Head Start
Vision: **“EVERY CHILD READY TO LEARN”**
Policy Committee Meeting Minutes

Date: November 15, 2016

Time: 6:00-8:00 pm

Location: Robinson Secondary School - Cafeteria

Meeting Called by: Name: Barbara Echevarria (Secretary) **Time:** 6:40 pm

Note Taker: Angela Newsome (Family Services Technician)

Timekeeper: Name: Kerry Ickrath, (Family Services Manager)

Voting Attendees: Hasan Alkurdi (Rep-Group 7); Claudia Arandia (Vice Chair); Ahlam Alnahri (Rep-Group 1); Ingrid Suarez (Rep-Group 2); Lily Miguel (Parliamentarian); Wendy Persaud (Treasurer); Barbara Echevarria (Secretary); Juana Flores (Rep-Group 6); Mavzuna Maxudova (Rep-Group 5); Jennifer Merrill (Community Rep); Patricia Garcia (Community Rep); Worood Alsarhi (Rep-Group 1); Yoliomal Colima (Rep-Group 8); Merlin Bergenz (Rep-Group 2)

Staff: Kerry Ickrath (Family Services Manager); Anita Vermeer (Educational Specialist); Maura Burke (Director); Neel Choudhary (Early Childhood Specialist); Ingrid Arnoldson-Ponce (Early Childhood Specialist); Angela Newsome (Family Services Technician); Nancy Bidus (Resource Teacher); Bich-Ha Hoang (Family Services Assistant); Lisa Cordova (Family Services Assistant)

Total of Attendees: (14) Representatives, (8) Children, (9) Staff Members, (3) Child Care Providers

Introductions were facilitated by Barbara Echevarria

Ice Breaker:

Kerry Ickrath (Family Services Manager) introduced executive function ice breaker: Perspective Taking. Each committee member was asked to reenact without talking an animal and the committee had to guess the animal.

Approval of Minutes:

The approval for the June and October 2016 meeting minutes were approved. Hasan Alkurdi motioned and Wendy Persaud, second the motion. None opposed, minutes approved

Treasurer Report:

Both the Parent Policy Committee (PPC) and program budgets are reviewed each month. The PPC budget is utilized by the committee to prepare for the monthly meeting and trainings. The program budget is reviewed each month to build the committee’s knowledge, general understanding and awareness. The committee votes on the final program budget between the months of March – May.

Kerry Ickrath reported the current PPC budget.

Wendy Persaud introduced and reported the program budget. The credit card transaction reports were passed around for committee members to review.

Committee members asked questions to begin building an understanding of the reports.

Policy Council Report:

Three elected committee members attended the Policy Council on October 27th at Gum Springs Children's Center. The three members were inducted are: Hasan Alkurdi; Claudia Arandia; Farshid Hakimyar.

Hassan Alkurdi and Claudia Arandia spoke about their first meeting experienced which included information about the budget and personnel hiring.

Director's Report:

Maura Burke reported and shared:

October UDSA (program CACFP meal reimbursements for breakfasts, snacks and lunches served), attendance (percentage of overall program and classrooms under 85%; program is required to maintain above 85% attendance), enrollment (spaces occupied), waitlist (children waiting to be served), in-kind volunteer hours and the dollars.

School will be closed for Thanksgiving break, 24th and 25th.

Each committee member and/or child in PPC child care will receive one of two books with an accompanying enrichment activity. Books focused around the current curriculum of season, child "Feeling Thankful" or "You & Me Together".

New Business:

Election of Community Representative: Jennifer Merrill from NOVA Pathways and Patricia Garcia from Fairfax County Health Department. Hasan Alkurdi motioned and Juana Flores seconds the motion. None opposed, community representatives approved.

Newly elected Community Representatives: Jennifer Merrill and Patricia Garcia were both inducted.

Jennifer Merrill shared information regarding NOVA Pathways and how they can help guide adult students with their educational/employment goals.

Review/Vote-minutes from June & October 20165 Hasan Alkurdi motioned and Wendy Persaud seconds the motion. None opposed, community approved to accept the minutes as written.

Review of FCPS inclement weather closing policy. Proposal – If PPC meeting is cancelled due to weather, meeting will NOT be rescheduled for the next month BUT next meeting will include business for two months. 30 minutes may be added to the meeting if needed. Jennifer Merrill

motioned and Barbara Echevarria seconds the motion. None opposed, committee approved inclement weather closing policy as listed above.

Committee tabled review of Freedom of Information Act and Review of Parent Center Meeting Attendance for December.

Adjournment:

Claudia Arandia motioned to adjourn meeting; and Barbara Echevarria seconds the motion, meeting was adjourned at 8:00 pm.