



702 3RD AVENUE SOUTH
VIRGINIA, MINNESOTA 55792-2797

ARROWHEAD HEAD START SPECIAL POLICY COUNCIL MINUTES
May 9, 2018

PRESENT:

Angela Walker	East Range EHS HB
Diane Taylor	Policy Council Representative to the Board/Hibbing III
Doris Wehrenberg	Chairperson/Hibbing IV
Kirsten Klang	PSHB
Kristy Johnson	Virginia I
Sarah Koski	Hibbing II
Cherie Averill Manner	AEOA Representative to the Board
Tracy Sandnas	Head Start Finance Supervisor
Norman "Skip" Ferris III	Head Start Director

The meeting was called to order at 9:35 by Doris Wehrenberg. Roll call was taken a quorum was established.

1. **SFY 2019 STATE FUNDING APPLICATION**-Skip presented the proposed budget to members. Our grant is \$17,154 less than last year due to the start of a new tribal Early Head Start Program. Tribal and Migrant programs are funded first, then the remaining Head Start Programs are funded. This will result in serving 3 less Head Start children with State funds. Skip went through all the budget line items. Mountain Iron Buhl will be going to full day duration. Chisholm will be downsizing to one classroom. Skip is meeting with Mesabi East on Friday to discuss the future arrangements for the classroom. **Cherie Averill Manner moved to accept the SFY 2019 Funding Application supported by Diane Taylor. Motion carried unanimously.**
2. **POLICIES AND PROCEDURES**- The Program Standards of Conduct Policy was updated to include the word "Abuse" as recommended by DHS licensing after the Hermantown review. **Kristy Johnson moved to accept the updated Program Standards of Conduct Policy supported by Diane Taylor. Motion carried unanimously.**

3. **OTHER**-Skip recommended Kelly Dey for the new Health Manager position. He reviewed her qualifications. **Diane Taylor moved to accept Kelly Dey as the new Health Manger supported by Angela Walker. Motion carried unanimously.**

The COLA application will need to be submitted once we receive our notice of funding and guidance from Region V. The application should be out soon. Next Policy Council meeting is June 13, 2018 at AEOA in Conference rooms 2 and 3.

4. Meeting adjourned at 10:15 **Angela Walker moved adjourn the meeting supported by Diane Taylor. Motion carried unanimously.**

1st Angela 2nd Kristy.

Respectfully submitted,

Tracy Sandnas, Finance Supervisor Arrowhead Head Start

Norman E. "Skip" Ferris III, Director Arrowhead Head Start