



## EARLY LEARNING POLICY COUNCIL ATTENDANCE

October 17, 2017

### **SITES REPRESENTED BY ELECTED PARENT REPRESENTATIVES:**

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|---|--|
| Highline SD / MT Rainier High               | YWCA Family Village / Redmond                |
| PSESD Home-Based / Downtown Bates           | Renton SD / Meadowcrest ELC                  |
| Shoreline SD / North City                   | Pierce County Community Connections / Sumner |
| Peninsula SD / Evergreen Elementary         | Bates Technical College / Downtown Bates     |
| Tukwila SD / Thorndyke Elementary           | Tacoma SD/ Whittier Elementary               |
| Angle Lake Child Care Center / Easter Seals | Bates Technical College / Downtown Bates     |
| Federal Way SD / Woodmont Elementary        | Family Child Care                            |

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### **INTERPRETERS**

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| Marlene Winetrout, PSESD Renton | Adriana Flores, PSESD Renton |
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### **SITES REPRESENTED BY PARENT GUESTS**

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| Eastside Bates                              | Sumner Avanza                            |
| Federal Way SD / Sherwood Forest Elementary | Bates Technical College / Downtown Bates |
| Federal Way SD / Terminal Park              | WCCW                                     |

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### **SITE / STAFF GUESTS**

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| Joanne Seng, PSESD Board |  |
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### **PUGET SOUND ESD STAFF**

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|---------------------------------|------------------------------------|
| Lori Pitman, PSESD Renton       | Kay Lancaster, PSESD Renton        |
| Quincy Stone, PSESD Renton      | Merrilee McBride, PSESD Renton     |
| Kaitlin Ellsworth, PSESD Renton | Amanda Kirk-Woodbury, PSESD Renton |

**10:00 Welcome**

SR reviewed the agenda and reminded parents that Parent Leadership Reimbursement Forms are due to the inbox in the back of the room by 11:00 a.m. to guarantee that a check will be ready at the end of the meeting.

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**12:40 Early Learning Redesign Evaluation**

Nathalie Jones (Educational Equity and Evaluation Consultant) and Dr. Laura Lynn (Educational Equity and Evaluation Consultant) reviewed the Early Learning design and evaluation and discussed themes from data collected from Policy Council, PSESD Early Learning staff, and Center Directors in September 2017.

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**11:00 Policy Council Business**

Policy Council Meeting Minutes

Policy Council reviewed the September minutes for accuracy.

*SS motioned that the September meeting minutes were presented, reviewed, and that all questions were answered. GV seconded the motion. Motion passed.*

Personnel Actions

Policy Council reviewed parent involvement in the hiring process and asked parents to review the October Personnel Actions.

*KC motioned that the October Personnel Actions were presented, reviewed, and that all questions were answered. EW seconded the motion. Motion passed.*

Fiscal Reports Summary

Policy Council reviewed the August Fiscal Summary. The Policy Council Executive Board reviewed these full reports at their meeting on October 3, 2017. These reports are available on the Early Learning website following the meeting (go to [www.earlylearningwa.org](http://www.earlylearningwa.org), click on **Governance**, then choose **Policy Council** from the drop-down menu, and choose **Policy Council 2016-17** for the handouts for the current program year).

*SS motioned that the August Fiscal Summary, which reflects the August Budget, August Procurement Card report, and August In-Kind report has been presented, reviewed, and that all questions were answered. AH seconded the motion. Motion passed.*

Policy Council Treasurer's Report

Policy Council reviewed the Treasurer's Reports for August.

*MLRP motioned that the June and June Treasurer's reports have been presented, reviewed, and that all questions were answered. EV seconded the motion. Motion passed*

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**11:20 Federal Equipment Surplus Request**

Lori Pittman, Policy, Advocacy, and Governance Advisor, shared that PSESD is requesting approval to surplus 3 buses because they are not in safe running/driving condition.

*JP motioned to approve the request and that all questions were answered. KS seconded the motion. Motion passed.*

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**11:30 Suggestion Box**

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SR, FA, and JA (members of Policy Council Leadership Team) presented September's suggestion box concerns, suggestions, and proposed actions. Kay Lancaster (Associate Superintendent of Early Learning) explained that any complaints about staff or another parent representative should be brought directly to Early Learning staff or through the Community Feedback and Complaint Policy and Procedure (which can be found at [earlylearningwa.org](http://earlylearningwa.org)).

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**12:00 Lunch**

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**12:30 Parenting Curriculum**

Merri McBride (Program Manager) and Amanda Kirk-Woodbury (Program Manager) shared three potential parenting curriculums to be implemented in Head Start and ECEAP: Families Moving Forward, DCRC Your Journey Together, and Ready Rosie. Parents were invited to attend a parenting curriculum workshop on October 27, 2017 to dive deeper into the curriculum options.

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**1:00 Subgroups and Share-backs**

Policy Council broke into three groups to review Attendance and Enrollment reports for the months of: May, June, July, and August. The small groups then reported back to the full group for approval.

*SS motioned that the Enrollment and Attendance reports for May, June, July, and August have been presented, reviewed, and that all questions were answered. ER seconded the motion. Motion passed.*

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**2:00 Adjourn**

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Respectfully submitted by CJ, Policy Council Secretary

**Upcoming Meetings:**

Leadership Team, November 7, 2017  
10:00 a.m. to 1:00 p.m.

Policy Council, November 14, 2017  
10:00 am to 2:00 pm

ECEAP Co-Chair: \_\_\_\_\_

Head Start/Early Head Start Co-Chair: \_\_\_\_\_