



## EARLY LEARNING POLICY COUNCIL

# ATTENDANCE

November 14, 2017

### SITES REPRESENTED BY ELECTED PARENT REPRESENTATIVES:

WCCW / PSESD 2  
Vashon SD / Brigadoon  
Hugs Tugs & Luvs / Head Start  
Vashon SD / Emily Dickerson Elementary  
Vashon SD / Head Start  
Renton SD / ECEAP  
Vashon SD / ECEAP  
Issaquah SD / Briarwood Elementary  
Seola Gardens / Head Start

Vashon SD / Sherwood Forest Elementary  
Mount Rainier HS / ECEAP  
Vashon SD / Chautauqua Elementary  
Heritage Head Start / Chinook @ NW Family Church  
Bates Early Learning Center / EHS 2  
Vashon SD / Artondale Elementary  
Issaquah SD / Lea Hill Elementary  
Vashon SD / Evergreen Elementary

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### INTERPRETERS

Gloria Gomez, PSESD Renton

Adriana Flores, PSESD Renton

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### SITES REPRESENTED BY PARENT GUESTS

Center / Sites

Center / Sites

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### SITE / STAFF GUESTS

Joanne Seng, PSESD Board  
Theresa Benson, Heritage/Seola Gardens  
Pia Holzmueller/MCFHC  
Elesha Jolien/ Downtown Bates

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### PUGET SOUND ESD STAFF

Lori Pitman, PSESD Renton  
Quincy Stone, PSESD Renton  
Jordan Wong, PSESD Renton  
Nubia Lopez, PSESD Renton

Gerri Foster-Coley, PSESD Renton  
Kay Lancaster, PSESD Renton  
Talena Dixon, PSESD Renton

**10:00 Welcome**

JC welcomed both the 2016-2017 and 2017-2018 Policy Council Reps, Past Parent and Community Reps, Staff and other guests. JC led the group in a community builder activity. Shared an overview of the Policy Council documents for this meeting. Discussed the format of the meeting and explained that the 2016-2017 Policy Council will conduct business in the first half of the meeting and the 2017-2018 Policy Council will conduct elections in the second half of the meeting. The group had a short discussion on election process.

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**10:15 Ice Breaker Activity**

Quincy Stone, Parent Leadership Manager, introduced a Bingo activity designed to help Policy Council reps get to know each other and move around the room.

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**10:30 Policy Council and Governance Overview**

Lori Pittman, Policy, Advocacy, and Governance Advisor, presented an overview of Policy Council Shared Governance model including an overview of performance standards, regulations and voting rules.

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**10:40 Binder Scavenger Hunt**

JC led parents in a Policy Council binder scavenger hunt to help 2017-18 reps get familiar with the information in the binder, including: general PC information, by-laws, resources, PSESD background information, and Leadership Team details.

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**11:00 Policy Council Business**

2017-18 Policy Council Leadership introduced themselves and shared the responsibilities of their position.

Policy Council Meeting Minutes

Policy Council reviewed the October minutes for accuracy.

*MJRS motioned that the October meeting minutes were presented, reviewed, and that all questions were answered. KC seconded the motion. Motion passed.*

Fiscal Reports Summary

Policy Council reviewed the October Fiscal Summary. The Policy Council Leadership Team reviewed these full reports at their meeting on November 7, 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 2017-18** for the handouts for the current program year).

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

Policy Council Treasurer's Report

Policy Council reviewed the September Treasurer's Report.

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

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**11:40 Recognition of 2016/17 Parent Representatives**

Thank you to the 2016/17 Parent Representatives! Special recognition and thank you to those who have reached their lifetime limits. We acknowledge the commitment and values of each parent!

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**12:00 Community Representatives: Past Parents and Agency Community Representatives**

Leadership Team explained the role of community representatives in Policy Council and called for a vote to approve the 2017-18 slate of Past Parents.

*DY motioned to approve the slate of 2017-18 Past Parents as Community Representatives. TL seconded the motion. Motion passed.*

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**12:15 Lunch**

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**12:45 Leadership Team Elections**

Vote on each of the 11 Leadership Team positions:

**ECEAP Co-Chair** – Elected KC

**Head Start Co-Chair** – Elected AR

**ECEAP Co-Vice Chair** – *Elected TR*

**Head Start Co-Vice Chair** – Elected SP

**Secretary/Treasurer** - *Elected SH & ER*

**Member at large, ECEAP** - *Elected CJ*

**Member at large, Early Head Start** – *Elected SM*

**Member at large, Head Start** *Elected RR*

**WSA Rep, EHS/HS** - *Elected GS*

**WSA Rep, ECEAP** - *Elected MP*

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**2:00 Adjourn**

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Respectfully submitted by CJ, Policy Council Secretary

**Upcoming Meetings:**

Leadership Team, December 5, 2017

9:00 a.m. to 3:00 p.m.

Policy Council, December 19, 2017

10:00 am to 2:00 pm

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

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