

Tacoma Public Schools

Head Start Policy Council



Policy Council Meeting Minutes – January 23, 2024

Meeting called to order at 10:11 a.m.

Roll Call - The following sites were represented at the meeting:
19 sites with elected members, 11 sites in attendance (57.8%)

- Arlington (Rep.)
- Birney (Alt.)
- Blix (Rep. & Alt.)
- Downing (Rep.)
- Edison (Rep. & Alt.)
- Geiger (Rep.)
- Manitou (Rep.)
- Mann (Rep.)
- Roosevelt (Rep. & Alt.)
- Whitman (Rep. & Alt.)
- Willard (Rep.)
- PC Chair, Vice-Chair, & WSA Rep.

Last Month's Minutes

Rep. Woolf from Mann made a motion to approve December's minutes. The motion was seconded by Rep. Ulibarri from Whitman. The motion was approved.

Director's Report

Staffing: Roosevelt and Willard vacancies are filled. Madison still has a vacancy in the Assistant B position.

Enrollment: Early Learning has partnered with the district's PIO office to do social media blasts informing the public about TPS free preschool offerings.

New Grant Cycle: Goals and Objectives need to be updated for the new grant application. Members received copies of the current Goals and Objectives. These will be revisited for input at the February meeting. The submission date for the grant has been pushed out to June 1.

Madison & Willard: The district has made the decision to close Madison and Willard and incorporate those classrooms into elementary buildings. At this time, the Early Learning support team may be moving to the Central Administration Building. The leadership team will be working on finding a new location for Policy Council meetings for the 24-25 school year.

Budget Report:

A report showing non-discretionary (salaries and benefits), discretionary (supplies and services), and the training budget was shared with members along with the credit card report. The budget tech assigned to Head Start from the District was introduced to the Council.

Component Reports

Health– There has been an uptick in absences due to illness. Flu and covid vaccines are encouraged for children, families, and staff. Documentation for recent physical and dental exams need to be turned into your Advocate. All students need to have up-to-date physical and dental exams. Members were encouraged to visit the community fair after the meeting.

Family-Community – Advocates are starting strengths and needs assessments (family engagement outcomes). This is the second round and needs to be completed by early March. If current family goals have been met, new goals should be made.

Education – CLASS scores were shared with the Council. CLASS assessments (observations) were completed by BrightSparks. These assessments ensure the program is meeting performance standards and that the classrooms are healthy and enriching environments for students to be in. There are national thresholds each program must meet. Assessments showed that the program needs more professional development in the area of Instructional Support. Another assessment will occur in the spring.

Continued

In-kind Challenge

The In-kind trophy for December went to Stanley Head Start. Congratulations Stanley! Stanley won for total dollar amount but Whitman actually won for parent at-home learning hours. There is a different rate assigned for parents participating in parent center committees (family gatherings) and at-home learning.

Site Share Out

The new video doorbell system installed recently in the primary building makes it difficult for the classroom to know when someone is at the door. They do not have access to see who is at the door. An iPad has been given to the classroom in order for the district's technology department to install an app allowing classroom staff to see the door.

Meeting adjourned

Alt. Wetter from Downing made a motion to adjourn the meeting. The motion was seconded by Alt. Petersohn from Edison. The meeting was adjourned at 11:10 a.m.