

Tacoma Public Schools

Head Start Policy Council



Policy Council Meeting Minutes – February 19, 2025 (Star Center)

Meeting called to order at 1:05 p.m.

Roll Call - The following sites were represented at the meeting:

19 sites with elected members, 9 sites in attendance (47.3%) – Chair only votes in a tie

- Arlington (Rep.)
- Birney (Rep.)
- Edison (M.A.L)
- Franklin (Rep.)
- Larchmont (Alt.)
- Lowell (Rep.)
- Mann (Rep., Alt.)
- Roosevelt (Rep.)
- Whitman (Vice Chair, Rep.)
- PC Chair - Geiger

Minutes from January Meeting

A motion was made to approve the January meeting minutes. Motion seconded and approved.

Director's Report

Staffing: A recommendation has been made for the Arlington FRIA position. PC members are welcome to be part of interview panels.

Community Assessment Report: Thank you to those members who participated in the group discussion at the January meeting. The program expects to have the finished community assessment report by end of March.

Continuation Grant: Leadership is requesting an approval from the Policy Council to go forward with an application for the 25-26 Head Start continuation grant. This is an action item in today's meeting.

Enrollment 25-26: New application process beginning with the 25-26 school year. Early Learning will be using ParentVue as the method for collecting preschool applications. This is the same system the district uses for families to enroll their k-12 students. This should simplify the process for families.

Federal Program Updates: As of this meeting, TPS Head Start has not been affected by any of the temporary freezes to the federal payment system. Leadership is watching it closely and will report to Policy Council if the program experiences any issues with accessing grant funding.

Budget Report:

Expenses and balances from the operational budget, which includes salaries, benefits, and discretionary (supplies & services) was shared with the Council. The training budget expenses and current balance was also shared. A credit card report showing charges for January was presented. There was a discussion regarding the purchase of the Keurigs for the classrooms and why they were needed. Keurigs were purchased to be used for Family Gatherings. The program will no longer be purchasing coffee totes as part of the snacks for meetings.

Action Items

- **Parent, Family, & Community Engagement Policy** was presented for approval. Copies were given out at the January meeting. A motion was made by the Lowell rep to approve the policy. Motion was seconded by the Roosevelt Rep. Motion was approved.
- **Continuation Grant Application** – Motion was made by the Lowell Rep. to approve applying for the 25-26 continuation grant. The motion was seconded by the Birney Rep. Motion was approved.

InKind Discussion

This is a discussion that was tabled from the December meeting. A summary of how some of the classroom do the At-Home Learning sheet was shared and discussed. There is a lot of variety on how often parents receive a new sheet and when those sheets are to be turned in. The Mann Rep. made a motion to keep letting classrooms continue what they are doing instead of regulating it to be consistent throughout all classrooms. The motion was seconded by the Franklin Rep. Motion approved.

Component Reports

Health – FRIAs and families are doing a great job of making exam appointments. 63% of families have a well child visit on file and 62% have a dental exam on file. If your child is due for an exam, please call as soon as possible to get an appointment. Most medical providers are scheduling 3 to 6 months out.

Family & Community – Parent-teacher conferences are in March. FRIAs will also be working with families to update family goals. If a family has a student returning to Head Start next year, that family has the option of staying at the current site or transferring to their neighborhood school. Conscious Discipline parent event is scheduled for March 20 at Mt. Tahoma.

Education -CLASS scores for fall have been calculated and averaged. Scores were shared with PC. TPS Head Start scores have improved from last year's fall assessment. Instructional support is still low, but grantees nationwide have low scores in this domain.

Inkind Winners

Inkind for December and January were combined for this month's winners. The winner for the highest amount goes to Stanley and the winner for most improved goes to Lister.

Share Out

- Parent meetings seem to focus more on tasks than on getting to know each other.
- Some sites need to set aside time for the business portion of the meeting.

Meeting adjourned

Meeting adjourned at 2:15 p.m.