Tacoma Public Schools
Head Start Policy Council

Policy Council Meeting Minutes – January 20, 2026 (Zoom)

Meeting called to order at 6:06 p.m.

Roll Call - The following sites were represented at the meeting:
20 sites with elected members, 9 sites in attendance (45%)

- Birney (Treasurer)
- Blix (Rep. & Alt)
- Downing (Rep.)
- Fern Hill (Rep. & Alt)
- Geiger (Past Parent)
- Larchmont (M.A.L)
- Lowell (Rep.)
- Mann (Rep.)
- Travis (Rep.)
- PC Chair

November Minutes
Motion made by Larchmont Rep. to approve minutes. Motion seconded by Fern Hill Rep. Motion approved.

Director's Report

Staffing: There is a new assistant at Mann. There is a FRIA opening at Arlington and an assistant position at Manitou. If any parents would like to be on an interview panel, please contact Karen Thompson.

Early Learning Office Move: The main office for Early Learning is up and running at its new location: McKinley Elementary, 3702 McKinley Ave., 98404. Office hours are 8:00 – 3:30 p.m.

Injunctions Against HHS: A Federal judge has put an injunction on Health and Human Services against any action on efforts to stop DEI activities and training within Head Start, as well as cuts to Head Start staff. The final ruling is expected sometime in March.

Advocacy Day: WSA of Head Start and ECEAP Advocacy Day is scheduled for Thursday, February12 in Tumwater from 10:00 a.m. -3:00 p.m.

FA1 Review: The review was held December 16-18. The review was a hybrid of in-person and online meetings. The review examined procedures for fiscal, governance, education, enrollment, and health & safety. Feedback from the debriefs was positive and leads us to anticipate a positive report with no findings.

NHSA Winter Leadership Institute: The Early Learning Director, along with 3 members of the PC Executive Board are attending the National Head Start Leadership Conference in Washington D.C. PC Board members and Director will report back on the conference at the February meeting.

Budget Report:
Expenses and balances from the operational budget, which include salaries, benefits, and discretionary (supplies & services) were shared with the Council. Training budget expenses and the balance were also shared. A credit card report showing charges for November and December were reviewed.

Action Items
The following policies & procedures were handed out for review in November and voted on during the January meeting:

45 Day Screening – Motion made by Larchmont Rep. to approve. Motion seconded by Fern Hill Rep. Motion approved.

Attendance Policy – Motion made by Larchmont Rep. to approve. Motion seconded by Past Parent Rep. Michaels. Motion approved.

Family Style Meals – Motion made by Larchmont Rep. to approve. Motion seconded by Fern Hill Rep. Motion approved.

Parent Engagement and Conferences – Motion made by Fern Hill Rep. to approve. Motion seconded by Larchmont Rep. Motion approved.

Component Reports

Health – Exams statistics were shared. The program is doing slightly better than last year in health mandate completions. Even after the 90-day deadline, the program continues to encourage families to keep exams current. Vision and hearing rescreenings are occurring. There are currently a combination of 71 vision and hearing screenings that need follow-up. All parents are invited to join the HSAC meeting. The first meeting will be virtual on the 21st.

Family & Community – will provide update at February meeting.

Education – will provide update at February meeting.

In-kind

A tally sheet from Sept. to Jan. 13 was shown to Policy Council. Larchmont has acquired the most in-kind with Fern Hill being the most improved.

Policy Council Meeting Schedule

It was proposed that Policy Council change to online meetings using Zoom, instead of meeting in-person at the Star Center. To make sure all Policy Council members have a chance to give input, a survey link will be emailed out to members asking what type of meeting (and time) that members prefer. The Executive Board will review the survey results at the February 10 Exec. Board meeting.

Share Out

- If cleanliness is a concern in your child's building, please reach out to your building administration and make the Early Learning Director aware of it as well. Blix classroom and bathrooms had gotten better, but it looks like things are reverting back to not getting cleaned regularly.

Meeting adjourned

Meeting was adjourned at 7:08 p.m.