Tacoma Public Schools
Head Start Policy Council

Policy Council Meeting Minutes – February 2023

Meeting called to order at 10:08 a.m.

Roll Call - The following sites were represented at the meeting:
18 sites with elected members, 10 sites in attendance (55%) (Community Partner does not count as a site, nor does the Chair)

- Arlington (Rep. & Alt.)
- Birney (Rep.)
- Downing (Rep. & Alt.)
- Edison (Rep.)
- Franklin (Rep.)
- Geiger (Rep. & Alt.)
- Madison (Alt.)
- Manitou (Rep. & Alt.)
- Mann (Rep. & Alt.)
- Stanley (Alt.)
- School Board (Rep.)
- Community Partner (Rep.)
- PC Chair

January Meeting Minutes
Minutes from the January meeting were reviewed. Motion was made to approve the minutes. Motion seconded. Motion approved.

Director's Report
The program is fully staffed except for the Education Component Lead position. Director will continue to operate as the Ed. Lead until the position is filled. The program should be meeting the 10% IEP requirement within the next month or two.

The program can apply for a COLA and a Quality Improvement grant. These grant applications will be presented to Policy Council for approval once the program receives the specific funding amount available. Policy Council must give approval for the program to apply for these funds.

The Health Specialist will be presenting the Covid Mitigation Policy to Executive Board at the March 7 meeting. Executive Board will then present the policy for approval at the March 21 meeting.

Budget Report
The general operating budget is on track. There is about 3 million left for the program year. Most of that will cover payroll expenses February through August. $16,000 has been spent out of the training budget. There is approximately $50,000 left in training. The program has earned $44,820.99 in in-kind so far this year.

Component Reports

Health – Health Specialist unable to attend due to a scheduling conflict.

Family-Community – Advocates have been working with families to complete the second checkpoint (family goals and outcomes). The goal is to help families figure out what they want to work on as a family. The program is working on getting back to regular family gatherings. This will help families understand that Head Start is a program, not just preschool. The program works with the whole family, not just the student.

Education – Data Day Presentation, see below

Head Start Data Day & Student Assessments
Head Start Instructional Coach, Stephanie Fillkins, reviewed student assessment data from the February 17 Data Day event at Willard. Head Start staff reviewed CLASS, DECA, attendance data, and student assessment data from the fall. Takeaways from this data review were:

- Fall scores will typically not show school readiness skills, expect for returning students.
- Returning students scored higher than first year students.

Continued

- Find ways to increase math and literacy (through play)
- Focus on instructional support for classroom teachers.

Meeting adjourned at 11:15 a.m.