



## POLICY COUNCIL MEETING

### Minutes

October 5, 2009

- I. The meeting was called to order by Julie Ewing at 5:50 p.m. A quorum was established with five voting members present: Julie Ewing, Jamie Wanhainen, Debbie Baer, Amber Dye, and David Sprouse. Alternates Adriana Gauna and Dan Peterman, Executive Director, Steve Schwarz, and Head Start Director, Brenda Heimann, were also present.
- II. Julie Ewing, Chairperson, established that a quorum was present.
- III. Action Items from the agenda were considered:
  - A. Approval of the Minutes from the September 14, 2009 Policy Council meeting was discussed. The spelling of Alternate, Dan Peterman's name was corrected to read 'Peterman' rather than 'Peterson.' The motion to approve the minutes as amended was made by Debbie Baer and seconded by David Sprouse. The motion passed unanimously.
  - B. Approval of the *By-Laws of the Kerrville ISD Policy Council* was discussed. Jamie Wanhainen made the motion to approve the by-laws and it was seconded by Amber Dye. The motion passed unanimously.
  - C. Approval of the *Procedure for Implementation of Shared Decision Making* was discussed. Debbie Baer made the motion to approve the procedure and it was seconded by Jamie Wanhainen. The motion passed unanimously.
  - D. Approval of the *Procedure for Resolving Community Complaints Against the Program* was discussed. The motion to approve the procedure was made by David Sprouse and seconded by Amber Dye. The motion passed unanimously.
  - E. Approval of the *Head Start-Specific Personnel Policies* was discussed. Jamie Wanhainen made the motion to approve the policies and it was seconded by Julie Ewing. The motion passed unanimously.
  - F. Approval of the *Procedure for Resolving Internal Disputes including Impasse Procedures* was discussed. Jamie Wanhainen made the motion to approve the procedure and it was seconded by Amber Dye. The motion passed unanimously.
  - G. Approval of the *Procedure for Program Planning* was discussed. Debbie Baer made the motion to approve the procedure and it was seconded by David Sprouse. The motion passed unanimously.
  - H. Approval of the Kerrville ISD Head Start Organizational Chart was discussed. Amber Dye made the motion to approve the organizational chart and it was seconded by Julie Ewing. The motion passed unanimously.
  - I. Approval of the FY to Date Budget was discussed. Jamie Wanhainen made the motion to approve the budget and it was seconded by David Sprouse. The motion passed unanimously.
- IV. The following training was given:  
Policy Council Roles and Responsibilities / Areas of Authority
- V. The following item was discussed:  
Governing Board Training Date and Time

V. The following information items were distributed / reported:

- A. Monthly Report
- B. Treasurer's Report
- C. KISD Bulletin
- D. In-Kind and Volunteer Program Report
- E. Schedule of Policy Council Meetings
- F. Staff Roster

VI. Adjournment: The meeting was adjourned by Julie Ewing at 6:58 p.m.