

# New River Community Action Head Start Policy Council Meeting Minutes

held at First Baptist Head Start Center, 215 3<sup>rd</sup> Ave., City of Radford, Commonwealth of Virginia, on September 19, 2017 at 5:30 p.m. The following members were present:

## **Members Present**

Sharite'a Webb – Pulaski  
Serena Ming – Dublin  
Randi Webb – Pulaski  
Stephanie Smith – Community Rep  
Sean Chamberlain – Christiansburg  
Mary Chamberlain – Christiansburg  
Rebecca Hosey- Pulaski  
Kari Meador- Narrows

## **Staff Present**

Sheryl Helm – Director of Early Childhood/ Family Services  
Amy Beecher – Administrative Assistant  
Diane Wise – Family Services ERSEA Specialist  
Melissa Breeden – Assistant Teacher at McHarg Elem.

Sharite'a Webb called the meeting to order at 5:32 p.m.

We did not have enough members to meet Quorum.

Sheryl discussed with members present about creating a Parent Committee to recruit parents for Policy Council. Serena Ming, Rebecca Hosey, Kari Meador, Sheryl Helm, Diane Wise as well as a selected Family Health Advocate and Site Administrator are to meet on October 3<sup>rd</sup> 2017 at 9:30am at the Head Start Main Office located in Radford.

Policy Council reviewed the following credit card statements: Kroger for Feb/Mar 2017, Mar/Apr 2017, and Apr/May 2017. Visa for Feb/ Mar 2017, Mar/Apr 2017, Apr/May 2017 and May/June 2017. Staples Advantage for Feb/ Mar 2017, Mar/Apr 2017, Apr/May 2017, and May/June 2017. WEX for Mar/Apr 2017, Apr/May 2017, May/June 2017, and June/July 2017. Walmart for Feb/Mar 2017, Mar/Apr 2017, Apr/May 2017, May/June 2017, and June/July 2017.

Sharite'a Webb adjourned the meeting at 6:30pm.