

**POLK COUNTY SCHOOLS
HEAD START POLICY COUNCIL MINUTES
Wednesday, December 10, 2025
Virtual and In-Person**

Meeting Call to Order

The Head Start Policy Council Meeting was called to order at 12:03 pm by Margit Nelson with a quorum present and maintained throughout the meeting.

Members present: Cindy Allen, Margit Nelson, Donna Wood, Kristen Smith
virtually: Calan Halford and Dena Pfister

Staff present: Lori Byars, Jan Crump, Debbie Lovelace, Lisa Brown, Shelley Upton,
and Amy Scott

Welcome and Introductions

Margit welcomed us all. We welcomed a new parent member, Kristen Smith.

Approval of Minutes

The minutes from the October 8, 2025 meeting were reviewed. Cindy Allen moved to approve the minutes, Kristen Smith seconded and the motion carried.

The email approval vote of the new preschool director was reviewed.

Elect Officers

Election of secretary - Cindy Allen nominated Kristen Smith for secretary, Donna Wood seconded the motion and it was approved unanimously.

Community Updates

Donna Wood - The Hope Chest - The new building has passed final code inspections and will open the first of the year. Toys for Tots has donated many items, focusing on Middle School aged children.

Dena Pfister - Polk County Health Dept. - Watching the current measles outbreak in South Carolina right over the border. Most cases are children who are partially or unvaccinated.

Calan Halford - Polk County Health and Human Services - There are currently child care vouchers available for children 0-5 years old with no waiting list.

Margit Nelson - WNC Source - Columbus Children's Center will soon be offering a "Wrap Around Program" from 7:30-8 am and 2:30 - 5:30 pm for families which will accept childcare vouchers. Hiring staff at \$19/hour and will need 8 children enrolled to cover staff payroll.

Amy Scott - Family Services Specialist - Community Christmas Social at WithAll 12-25 2-4pm sponsored by Advent Health and organized by Yanet Cisneros at the Health Dept.

Preschool Spotlight: Lisa Brown (Preschool Support Coach)

Highlighted the programs that we use in Preschool for social emotional support and instruction: Second Step, The Pyramid Model, and Conscious Discipline.

Reports and Information

Preschool Monthly Reports - a quick review of the October and November attendance was discussed by Amy Scott. Preschool attendance has been good, in spite of some sickness.

Family Services - continues with enrollment of new children, family engagement activities, and attending professional development on several topics.

Support Coach - assists in the classroom, collects monthly sanitation and licensing reports, and ordering and delivering supplies and materials.

Health and Safety - completing health and dental assessments, hearing and vision screens and attending IEP meetings at all schools.

Education - conducted ECERS-3 and CLASS observations in all classrooms, collected family conference information and analyzed TSG checkpoint data.

Program Management - submitted on-going monthly paperwork for all programs, met with and toured District and Preschool Personnel from Montgomery County Schools.

Financial Reports

Debbie Lovelace reviewed the financial report and highlighted large budget expenditures.

Credit Card Reports

Reported by Debbie Lovelace.

New Business - none

2025-2026 Meeting Calendar

January 14, 2026

February 11, 2026

March 11, 2026

April 15, 2026

May 13, 2026

Old Business - none

Next meeting date and time

Wednesday, January 14, 2025 at 12 noon

Adjournment

Donna Wood moved to adjourn the meeting at 12:57pm, Cinday Allen seconded, and the motion carried.