

**POLK COUNTY SCHOOLS
HEAD START POLICY COUNCIL MINUTES
Wednesday, January 11,2026
Virtual and In-Person**

Meeting Call to Order

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

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

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

Welcome and Introductions

Margit welcomed us all.

Approval of Minutes

The minutes from the December 10, 2025 meeting were reviewed. Cindy Allen moved to approve the minutes, Kristen Smith seconded and the motion carried.

Community Updates

Dena Pfister - Polk County Health Dept. - The current measles quarantine is ending today. The Health Dept. is working with Courtney Edney, Lead nurse with Polk County Schools to obtain staff vaccination records. There will be clinics for staff members to get a second booster if needed. There are 5 cases in NC now.

Calan Halford - Polk County Health and Human Services - Monitoring the possible elimination of federal funding of childcare.

Margit Nelson - WNC Source - Researching the TRI-Share model of employer provided childcare payments. May be an option for some employees.

Preschool Spotlight: Renee Souther (Health and Disabilities Specialist)

Highlighted the program's assistance to families of children's support and growth. Stressed the importance of a balanced diet, sleep, staying active through play, and loving relationships. The program also handles challenges with finding health and dental homes for families.

Reports and Information

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

Family Services - still assisting with obtaining birth certificates.

Support Coach - assists in the classroom, keeping facilities binders up to date, and ordering and delivering supplies and materials. Helped with Santa photos at Polk Central.

Health and Safety - completing hearing and vision screens and attending IEP meetings at all schools. Updating mid-year medication forms, and attendance at the School Nurse Conference.
Education -Currently analyzing the data from the first TSG checkpoint, collecting family conference information and holding meetings on children who are being referred for therapy.
Program Management - submitted on-going monthly paperwork for all programs, learning about Head Start Performance Standards and updating grant information.

Financial Reports

Debbie Lovelace reviewed the financial report and spoke to the added equipment from the food service/nutrition grant.

Credit Card Reports

One expenditure for praying mantis eggs.

New Business

The Fiscal Year 1 funding guidance letter has arrived from Head Start.

2025-2026 Meeting Calendar

February 11, 2026

March 11, 2026

April 15, 2026

May 13, 2026

Old Business

Nutrition Grant update: the implementation of new meal serving procedures is forth-coming.

Next meeting date and time

Wednesday, February 11, 2026 at 12 noon

Adjournment

Cindy Allen moved to adjourn the meeting at 12:57pm, Kristen Smith seconded, and the motion carried.