

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

**Meeting Call to Order**

The Head Start Policy Council Meeting was called to order at 12:05 pm by Margit Nelson without a quorum present. At 12:42 a quorum was present.

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

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

Visitors: Dan Edwards from WNC Source

**Welcome and Introductions**

Margit welcomed us all.

**Approval of Minutes**

The minutes from the January 14, 2026 meeting were reviewed. Cindy Allen moved to approve the minutes, Kristen Smith seconded and the motion carried.

**Community Updates**

**Calan Halford - Polk County Health and Human Services** - There is a new Childcare Center, Happy Hearts, in Polk County serving infants - 5 year olds and they do accept vouchers.

**Preschool Spotlight: Amy Scott, Family Services Specialist/ERSEA**

Highlighted the recruitment, application, enrollment process, attendance procedures, family resources/supports, and engagement activities.

**Reports and Information**

**Preschool Monthly Reports** - a review of the January attendance was discussed by Amy Scott. Also, spoke to the upcoming Enrollment Event in March and Resource Fair in April.

Support Coach - assists in the classroom, keeping facilities binders up to date, ordering and delivering supplies and materials.

Health and Safety - updated immunization letters sent out due to measles outbreak. Completing mid-year medication paperwork also.

Education - Winter TSG checkpoint is ending this month, CPI training for staff is planned.

Program Management - submitted on-going monthly paperwork for all programs, continuing to learn about Head Start Performance Standards and updating grant information to review and vote on in March.

## **Financial Reports**

Debbie Lovelace reviewed the financial report and reviewed the Playground Grant funds yet to be spent.

One expenditure for Teacher Professional Development Class

## **New Business**

Staff are working on community assessment, self-assessment, training and technical assistance plan, updating our program goals and objectives for our continuation grant.

NC Licensing Specialist Beth Archer has scheduled to visit all schools in February.

Presented the revised calendar for 2025-2026 due to bad weather days missed.

 2025-2026 calendar, revised

## **2025-2026 Meeting Calendar**

March 11, 2026

April 15, 2026

May 13, 2026

## **Next meeting date and time**

Wednesday, March 11, 2026 at 12 noon

## **Adjournment**

Kristen Smith moved to adjourn the meeting at 12:44pm, Cindy Allen seconded, and the motion carried.