

Wright County Community Action, Inc.
Head Start Policy Council Meeting Minutes
February 17, 2026

Members Present:

Meghan Polzin, Annandale Representative, Secretary
Gena LaPlante, Howard Lake Representative, MHSA Rep
Maria Mendoza, Monti 206 Representative
Evette Holler, Otsego Representative
Marina Eggink, Community Representative
Jennifer Greenhagen, WCCA Board Member (non-voting)

Members Absent:

Nicole Cantin, Buffalo 1 Representative
Tiffany Vassar, Buffalo 2 Representative
Emily Lommen, Delano Representative
JorDyn Bresinger, EHS Representative
Lindsey Gibbons, EHS Representative
Alexis Carrillo-Sigle, Monti 207/208 Representative
Reanna Sigle, Monti 209/210 Representative
Samantha Peters, Montrose Representative, Vice Chairperson

Staff Present:

Dara Smida, Head Start/Early Head Start Director

I. Determine Quorum/Call to Order/Introductions

The February 17, 2026, Policy Council meeting was called to order at **6:07PM** by Gena LaPlante. A quorum was present, members introduced themselves, and the meeting began.

II. Consideration/Approval of February 17, 2026 Agenda

Policy Council members reviewed the agenda as presented.

Motion by Meghan Polzin, second by Marina Eggink, to approve the February 17, 2026 agenda. Motion carried.

III. Consideration/Approval of the January 20, 2026 Policy Council Minutes

Policy Council members reviewed the January 20, 2026 Policy Council minutes as e-mailed.

Motion by Meghan Polzin, second by Marina Eggink, to approve the January 20, 2026 Policy Council meeting minutes as e-mailed. Motion carried.

IV. Consideration/Approval of the December 2025 Financial Reports

Staff and Policy Council members reviewed and discussed the December 2025 Financial Reports, including expenditures, credit card statements, and in-kind summary.

Motion by Marina Eggink, second by Gena LaPlante, to approve the December 2025 financial reports. Motion carried.

V. Unfinished Business

None

VI. New Business

a. Hiring & Termination Memo

The Head Start Director presented a hiring and termination memo detailing staff hired or terminated since the last meeting.

Motion by Marina Eggink, second by Gena LaPlante, to approve the Hiring & Termination Memo as presented. Motion carried.

b. Extended Absence Policy

The Head Start Director shared a proposed extended absence policy for children who are absent longer than 30 calendar days due to extenuating circumstances.

Motion by Meghan Polzin, second by Marina Eggink, to approve the Extended Absence Policy as presented. Motion carried.

c. FY 2025 Audit Results

The Head Start Director shared the results of the FY 2025 agency audit.

d. Orientation to the Annual Self-Assessment

The Head Start Director shared an overview of the annual self-assessment process.

e. Recommendation of low-income representative to the WCCA Board of Directors

The Head Start Director presented an application for the WCCA Board of Directors, representing the low-income sector of the community.

Motion by Meghan Polzin, second by Gena LaPlante, to recommend Donovan DePatto as a low-income representative to the WCCA Board of Directors. Motion carried.

VII. WCCA Board Report

- At the last board meeting, the auditors presented the FY 2025 audit results. WCCA had a clean audit.
- There are currently two openings for low-income representatives on the Board of Directors.

VIII. Reports from Community Representatives, MHSA Representative, and Parents

Evette reported that the Otsego center is working on getting a playground. They had a librarian come to a recent parent meeting. Parents' goal is for their children to read 1000 books before Kindergarten. They love the Raising a Reader program!

IX. Program Director's Report

a. Updates from the Director

- Head Start is currently fully enrolled and fully staffed.
- Head Start is participating in the "Head Start Day on the Hill" at the State Capitol on 2/24.
- The Executive Director of the National Head Start Association visited WCCA today.
- Congress passed an \$85 million cost of living adjustment (COLA) for Head Start which equates to about .6%.

b. Program Activity Report for January 2026.

The Head Start Director shared the program activity report for January 2026.

X. Schedule Next Meeting and Adjourn

a. The next Policy Council meeting is scheduled for Tuesday, March 17, 2026 at 6:00PM in-person and via Zoom.

b. The February 17, 2026 Policy Council meeting adjourned at 6:49 PM.

Motion by Evette Holler, second by Maria Mendoza, to adjourn the February 17, 2026 Policy Council meeting. Motion carried.

Respectfully Submitted by: Meghan Polzin, Secretary