

**Wright County Community Action, Inc.**  
**Head Start Preschool/Early Head Start Policy Council Meeting Minutes**  
**March 18, 2025**

**Members Present:**

JorDyn Bresinger, Annandale Representative, Vice-Chairperson  
Charlie Peterson Buffalo 2 Representative  
Omanah Bultman, EHS Representative, Chairperson  
Gena LaPlante, Howard Lake Representative  
Ashley Brownell, Monti 209/210 Representative, MHSA Rep  
Amanda Marx-Flaherty, Otsego Representative  
Nicole Schmitz, Community Representative  
Marina Eggink, Community Representative

**Members Absent:**

Nicole Cantin, Buffalo 1 Representative  
Amanda Edwards, EHS Representative  
Cassie Richard, Delano Representative  
Megan Sanborn, Monti 206 Representative  
Alexis Carrillo-Sigle, Monti 207/208 Representative  
Jazmyn Harville, Montrose Representative  
Rebecca Calvin, WCCA Board Member (non-voting)  
Jennifer Greenhagen, WCCA Board Member (non-voting)  
Paige Hasledalen, MHSA Friend, (non-voting)

**Staff Present:**

Dara Smida, Head Start/Early Head Start Director

**I. Determine Quorum/Call to Order/Introductions**

The March 18, 2025 Policy Council meeting was called to order at 6:10 PM by Omanah Bultman. A quorum was present, members introduced themselves, and the meeting began.

**II. Consideration/Approval of the revised March 18, 2025 Agenda**

Policy Council members reviewed the revised agenda as presented.

*Motion by JorDyn Bresinger second by Ashley Brownell to approve the March 18, 2025 agenda. Motion carried.*

**III. Consideration/Approval of the February 18, 2025 Policy Council Minutes**

Policy Council members reviewed the February 18, 2025 Policy Council minutes as e-mailed.

*Motion by Amanda Marx, second by Marina Eggink to approve the February 18, 2025 Policy Council meeting minutes as e-mailed. Motion carried.*

**IV. Consideration/Approval of the January 2025 Financial Reports**

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

*Motion by Nicole Schmitz, second by Amanda Marx to approve the January 2025 financial reports. Motion carried.*

**V. Unfinished Business**

None

**VI. New Business**

**a. Transportation Waiver Request for the 2025-26 Program Year**

Staff and the Policy Council reviewed the transportation waiver request for the 2025-26 program year. This document requests a waiver for both child restraints and bus monitors on buses at the Monticello Head Start site.

*Motion by Ashley Brownell, second by Gena LaPlante to approve the WCCA Transportation Waiver Request*

*for the 2025-26 Program Year.*

**b. Hiring and Termination Memo**

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

*Motion by JorDyn Bresinger, second by Amanda Marx to approve the hiring and termination memo as presented.*

**VII. WCCA Board Report**

No Board members were present at this meeting, and the Head Start Director did not attend the last meeting.

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

- Marina shared that public health added two more family home visitors for birth to two. Marina will be helping Head Start do lead testing for children who need it.
- Nicole shared that Milestones has a Family, Friend and Neighbor (FFN) Caregivers program. Resources are available to support caregivers.
- Parents:
  - asked about support for children’s behaviors. Head Start has an Inclusion Coordinator who can support families.
  - asked about the possibility of fundraising to support Head Start and would like to participate in community parades. The Head Start Director will investigate these options.
  - Discussed family/parent engagement and what we could do to get more people to attend events. Head Start Director will share the ideas with the Family Service Coordinator.

**IX. Program Director’s Report**

**a. Updates from the Director**

- Enrollment-Head Start Preschool is 97% enrolled for February, and 97% so far for March.
- Federal Funding—Congress passed a continuing resolution through September 2025, which keeps Head Start at the 2024 funding amount. There will be no cost-of-living adjustment.
- We had recent licensing visits at Howard Lake, Otsego, Buffalo and Monticello. Visits went well. We had one issue with a background study at Otsego, but it had already been corrected before the licensing visit.
- We had an incident at Monticello that had to be reported to licensing and the Office of Head Start due to a child receiving emergency care.
- Our federal review is taking place the week of April 14<sup>th</sup>. There will be a time for a conversation between the reviewer and Policy Council.
- Head Start is working on our annual self-assessment, and we are planning a data walk in May.
- The Otsego Head Start preschool classroom had a visit on March 4 from Stacy Morse, the Deputy Director for Representative Tom Emmer.

**b. Program Activity Report for February 2025**

The Head Start Director shared the program activity report for February 2025, which details enrollment, attendance and meal counts for Head Start Preschool and Early Head Start.

**X. Schedule Next Meeting and Adjourn**

**a. The next Policy Council meeting is scheduled for April 15, 2025 at 6:00PM in-person and via Zoom.**

**b. The March 18, 2025 Policy Council meeting adjourned at 7:43 PM.**

*Motion by JorDyn Bresinger, second by Amanda Marx to adjourn the March 18, 2025 Policy Council meeting. Motion carried.*