

**GLCAP Policy Council Minutes  
November 13, 2024**

Policy Council members were all invited to a meeting at HQ, 127 S. Front St. Fremont, Ohio 43420. All members were emailed the materials ahead of the meeting.

<b>Policy Council Member Attendance</b>							
Bowling Green FD	Jessie	Diamante	Excused	Early Head Start Home Base or EHSCCP Direct Operated	Vacant		
Clyde FD	Lesha	Dinan	Present	Fostoria FD	Andrea	Hickle	Present
Community Representative - Ottawa County	Kylie	Davis	Present	Fremont FD	Laura	Wetzel	Excused
Community Representative - Sandusky County	Jessica	Carter	Absent	Genoa FD	Joyce	Hadley	Present
Community Representative - Seneca County	Shyanna	Walsh	Present	Head Start Child Care Contract	Vacant		
Community Representative - Wood County	Gina	St. Bonore	Present	LCFC EHSSCP Rep	Vacant		
Early Head Start CCP Expansion Grant	Vacant			Perrysburg FD	Marli	Fisher	Present
Early Head Start CCP Grant-FCC	Vacant			Port Clinton Full Day	Ashley	Gallardo	Present
Early Head Start Home Base or EHSCCP Direct Operated	Vacant			Tiffin Full Day	Courtney	Diaz	Absent
				23-24 Fremont Full Day	Cricket	Klosinski	Present

Staff present: Jacquie Wells, Michelle Foes, Elizabeth Valentine, Elizabeth Martinez and Jill Butzin.

**ADOPTION OF THE AGENDA**

Ashley Gallardo moved to approve the agenda.  
Marli Fisher seconded the motion.  
Motion carried.

**APPROVAL OF THE MINUTES**

Marli Fisher moved to approve the minutes.  
Gina St. Bonore seconded the motion.  
Motion carried.

**FINANCIAL REPORT**

Angela Miller presented and explained the financial report.

**CORRESPONDENCE**

All Correspondence are included in the IM & PI reports.

**DIRECTOR'S REPORT**

- ◆ Jacquie Wells reported that the Credit Card report was available online.
- ◆ Jacquie Wells reported the Early Childhood Board reports were available online and they were reviewed with the group.
- ◆ Jacquie Wells shared the Agency Audit report.
- ◆ Jacquie Wells shared the Agency Annual Report.
- ◆ Jacquie Wells shared the Program Information Reports for all grants.

**GLCAP Board Report**

Jacquie Wells shared the Board report is available online.

**Center Reports**

- Genoa-had PJ day for Halloween and will have turkey pics for thanksgiving.
- Clyde-decorated pumpkins, wore PJ or costumes. There was has been staff issues.

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- Stricker-growing pumpkins. Watching caterpillars to grow into butterflies.
- Fostoria -week of dress up. Had crazy hair day. ACT training happening. Had Parent donut and cider event that parents really liked.
- Perrysburg -learning about trees. Parent café
- Port Clinton -woodsny hikes. Daughter is writing name. Making instruments.
- Bowling Green -fall leaves nature hikes.
- Tiffin -Fall party had hike, costumes. Put nails into pumpkin for food experience. Daughter almost potty trained.

Program Component Reports

- Elizabeth Martinez shared Child Safety flyer and had parents complete a survey.
- Michelle Foos shared the Parent Satisfaction Survey and the Family Engagement Plan.
- Elizabeth Valentine shared the USDA Civil Rights training PowerPoint.

Executive Committee Reports/Special Meetings

Michelle Foos reviewed the HS Budget revision and shared the minutes from June 25, 2024.

Marli Fisher moved to approve the June Executive minutes.

Ashley Gallardo seconded the motion.

Motion carried

NEW BUSINESS

**1. New Hires/Terminations Approval**

Marli Fisher moved to approve the New Hires/Terminations.

Andrea Hickle seconded the motion.

Motion carried.

**2. GLCAP Policy Revision**

Ashley Gallardo moved to approve the GLCAP Policy Revisions.

Joyce Hadley seconded the motion.

Motion carried.

**3. School Readiness Updates**

Angela Miller reviewed the School Readiness updates.

**4. New Head Start Program Performance Standards video**

Michelle Foos shared the New Head Start Program Performance Standards video.

**5. Parliamentary Mini-Training – Duties of Officers and Committee/Election Process**

Michelle Foos reviewed the Duties of Officers and Committees and the Election Process. Michelle Foos conducted a mini parliamentary training session.

**6. Election of Officers -**

President had 2 nominations from the floor. Ballots were submitted by Policy Council and Marli Fisher was elected President.

The following were elected to the Policy Council Executive Committee:

President – Marli Fisher, Wood County

Vice-President – Andrea Hickle, Seneca County

Secretary – Joyce Hadley, Ottawa County

Treasurer – Jessie Diamante, Wood County

Member - Leshia Dinan, Sandusky County

Member – Shyanna Walsh, Seneca County

Member – Gina St. Bonore Wood County

Member - Ashley Gallardo, Ottawa County

Ashley Gallardo moved to approve the appointment of the Executive Committee

Joyce Hadley seconded the motion.

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Motion carried.

**7. Appointment of Committee Members:**

<b>Bylaw</b>	<b>County</b>
Joyce Hadley	Ottawa
Ashley Gallardo	Ottawa
Kylie Davis	Ottawa
Andrea Hickle	Seneca

<b>Early Childhood and Health Services</b>	<b>County</b>
Ashley Gallardo	Ottawa
Kylie Davis	Ottawa
Marli Fisher	Wood
Gina St. Bonore	Wood
Shyanna Walsh	Seneca

Andrea Hickle moved to approve the appointment of the Bylaw Committee and the Early Childhood and Health Services Committee.

Ashley Gallardo seconded the motion.

Motion carried.

**QUESTIONS, COMMENTS, CONCERNS**

- Next Meeting will be February 5, 2024.

**ADJOURN**

Meeting ended at 12:05 pm.

Respectfully submitted,



Jill Butzin  
Administrative Assistant  
GLCAP Early Childhood Program