

**YORK COUNTY HEAD START
POLICY COUNCIL MINUTES
Wednesday, September 17, 2025, at 10:00 a.m.
1490 Government Road
Williamsburg, VA 23185**

Call to order: 10:05 a.m.

Attendees: Amanda Leonard, Natisha Washington, David Magruder, Douglas Holroyd, Tanya Coles, Leyda Vazquez, Dr. Amber Richey, TeriAnn Pierantoni, Jeff Kantor, Michelle Justiniano, and Linda Tazi.

Approval of Minutes. August minutes were presented to all Members: APPROVED. Natisha Washington asked for a motion to approve, Amanda Leonard motioned to accept, and Linda Tazi seconded the motion.

Program Reports

Directors Report. The August program updates were presented.

- Personnel – Head Start is in the process of advertising and filling vacant positions.
- Enrollment – 100% Enrolled. GYC 40, BM 29, and YKT 18
- Average daily attendance – 90% for the program
- Disability Enrollment – 9 children currently enrolled
- Withdrawals/Drops – Zero withdrawals
- Up-to-date on Health Requirements – Currently completing 30-day screenings.
- CACFP August reimbursements – Totaled \$2,278.25. Meals served: Breakfast 310, Lunch 309, and Snack 0.
- Year-to-date volunteer hours- 87 hours
- Staff Professional Development- Mr. David Godwin provided a training on “From Trauma to Beyond: Building a Network of Resilience at York County Head Start.” All mandated trainings were completed: Bus Training/Transportation Training, Emergency Preparedness, Health & Safety, etc. Megan Tierney from the Virginia Cooperative Extension presented information on serving students and referring students with disabilities to the School Division. New staff continued to work through completing the 10-hour Pre-Service Training or 3-hour Health & Safety update required by the Virginia Department of Education.

Financial Report. All members received the financial report: APPROVED. Natisha Washington asked for a motion to approve, Amanda Leonard motioned to accept, and Linda Tazi seconded the motion.

- August program expenses totaled \$175,961.25
- Year-to-date program expenses totaled \$267,728.91
- The August draw request \$133,797.02
- The purchase card statement totaled \$6,433.50

Information Memorandums. None at this time.

Program Instructions. None at this time.

New Business

Personal Actions and Recommendations. Promotion of Theresa Santos from Assistant Teacher to Teacher. APPROVED. Natisha Washington asked for a motion to approve, Amanda Leonard motioned to accept, and David Magruder seconded the motion.

Annual Report/PIR Training and Outcomes. Mrs. Tanya Coles, the Children and Family Services Manager, delivered an insightful presentation on our Annual Report, Outcomes, and PIR. Her presentation highlighted the contributions of our community partners and the comprehensive range of services we provide to families. It also detailed our educational outcomes, which are designed to address all learning domains, ensuring well-rounded development for children. The report outlined various growth opportunities available for families and highlighted the importance of regular child health screenings and services, all of which contribute to the overall well-being of the children and families we serve.

Next meeting date. October 15th, 2025, 10:00 a.m. at GYC or via ZOOM

Adjournment: 10:55 a.m.