

**Shasta Head Start  
Policy Council Minutes  
Zoom Meeting  
August 29, 2023**

Time Convened: 9:37 am

Meeting Adjourned: 10:22 am

Attendees:

PC Present: Silvia Velasquez Margaret Crawford		Shasta Head Start Staff: Gordon Chatham Amanda Keefer Tracey Vierra
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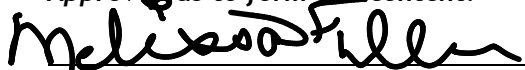
**Action Items:**

<ul style="list-style-type: none"> <li>• Minutes</li> <li>• Personnel Report</li> <li>• Budget Revision</li> </ul>	<ul style="list-style-type: none"> <li>• Composition of PC</li> <li>• Adjourn</li> </ul>
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	AGENDA ITEM/TOPIC	DISCUSSION/SUMMARY
1.	<b>Introductions &amp; Brief Announcements</b>	None
2.	<b>Minutes</b>	Tabled to October meeting
3.	<b>Fiscal Report</b>	Tabled to October meeting
4.	<b>Director's Report</b>	Tabled to October meeting
5.	<b>Attendance and Progress Report</b>	Tabled to October meeting
6.	<b>Personnel Report</b>	Tabled to October meeting

7.	<b>Budget Revision</b>	Motion by Margaret Crawford and Second my Silvia Velasquez. The voted was conducted by email to all council members who were not in attendance. Email in favor of budget revision were Silvia Velasquez, Margaret Crawford and Melissa Kalinowski.
8.	<b>Composition of PC</b>	Tabled to October meeting
9.	<b>Adjourn</b>	A motion was made by Silvia Velasquez and seconded by Margaret Crawford to adjourn the meeting at 1022 am. Motion passed.

*Approved as to form and content:*

  
Melissa Kalinowski, Policy Council Chair

  
Linda Cole, Secretary