

Wright County Community Action, Inc.
Head Start Policy Council Meeting Minutes
September 15, 2026

Members Present:

JorDyn Bresinger, EHS Representative, Chairperson
Gena LaPlante, Howard Lake Representative
JoLynn Larson, Monti 209/210 Representative
Evette Holler, Otsego Representative
Marina Eggink, Community Representative
Meghan Truenow, Community Representative

Members Absent:

Meghan Polzin, Annandale Representative
Nicole Cantin, Buffalo 1 Representative
Emily Lommen, Delano Representative
Jazmyn Harville, EHS Representative\
Maria Mendoza, Monti 206 Representative
Samantha Peters, Montrose Representative, Vice Chairperson

Staff Present:

Dara Smida, Head Start/Early Head Start Director
Lexi Peterson, Head Start Family Services Coordinator
Elizabeth Natale, Head Start Nutrition Specialist

- I. **Determine Quorum/Call to Order/Introductions**
The September 15, 2026, Policy Council meeting was called to order at **6:05PM** by JorDyn Bresinger. A quorum was present, members introduced themselves, and the meeting began.
- II. **Consideration/Approval of September 15, 2026 Agenda**
Policy Council members reviewed the agenda as presented.
Motion by JoLynn Larson, second by Marina Eggink, to approve the September 15, 2026 agenda. Motion carried.
- III. **Consideration/Approval of the August 18, 2026 Policy Council Minutes**
Policy Council members reviewed the August 18, 2026 Policy Council minutes as e-mailed.
Motion by JorDyn Bresinger, second by Megan Truenow, to approve the August 18, 2026 Policy Council meeting minutes as e-mailed. Motion carried.
- IV. **Consideration/Approval of the July 2026 Financial Reports**
Staff and Policy Council members reviewed and discussed the July 2026 Financial Reports, including expenditures, credit card statements, and in-kind summary.
Motion by Marina Eggink, second by Evette Holler, to approve the July 2026 financial reports. Motion carried.
- V. **Unfinished Business**
 - a. None
- VI. **New Business**
 - a. ACF-OHS-IM-26-01 Enrollment Reductions
The Head Start Director shared an information memorandum, which establishes a clearer review process and identifies information recipients should submit with an enrollment reduction request.

- b. Staff provided annual CACFP training to Policy Council members.
- c. Staff and Policy Council members reviewed and discussed the 2026-2027 CACFP Budget.
Motion by Gena LaPlante, second by Marina Eggink, to approve the 2026-27 CACFP Budget. Motion carried.
- d. Staff and Policy Council members reviewed and discussed an amendment to request supplemental funds from the Office of Head Start to install playgrounds at two locations.
Motion by JoLynn Larson, second by JorDyn Bresinger, to approve the amendment for supplemental funds. Motion carried.
- e. Staff and Policy Council members reviewed and discussed the September 2026 Hiring and Termination Memo.
Motion by Marina Eggink, second by JorDyn Bresinger, to approve the September 2026 Hiring and Termination Memo. Motion carried.

VII. WCCA Board Report

- WCCA is seeking two board members. One must have a background or expertise in early childhood education, and one must represent the public as an elected official. The application is on the WCCA website.
- At the last Board meeting, the Board discussed the notice of proposed rule making (NPRM) on the proposed new Head Start Program Performance Standards.

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

- Evette asked about the proposed Head Start changes and an email Dara recently sent to families. Dara explained the notice of proposed rulemaking (NPRM) and encouraged parents to read the letter from NHSA and submit comments on the NPRM.
- Gena expressed some concerns about last-minute changes in her child's classroom.

IX. Program Director's Report

a. Updates from the Director

- We are currently under enrolled at Delano and Howard Lake, and we don't have a teacher in Howard Lake. Due to both these issues, we are temporarily combining the Howard Lake and Delano classrooms until we can hire a teacher and/or we enroll more children.
- We are seeking a long-term substitute teacher in Annandale and an aide in Buffalo.
- There is a federal notice of proposed rulemaking (NPRM) to change the Head Start Program Performance Standards. We encourage families to read the document and submit comments. Information was sent to all families via Learning Genie.

b. Program Activity Report for August 2026.

The Head Start Director shared the program activity report for August 2026, detailing enrollment, attendance and meal counts.

X. Schedule Next Meeting and Adjourn

a. The next Policy Council meeting is scheduled for Tuesday, October 20, 2026 at 6:00PM in-person and via Zoom. This will be the first meeting for new members.

b. The September 15, 2026 Policy Council meeting adjourned at 7:45PM.

Motion by Gena LaPlante, second by Evette Holler, to adjourn the September 15, 2026 Policy Council meeting. Motion carried.

Respectfully Submitted by: JoLynn Larson, Policy Council member