FAIRFAX COUNTY HEAD START
POLICY COUNCIL MEETING AGENDA

Virtual via MS Teams Conference ID: 393480480#
Phone: +1 571-429-5982, 393480480#
July 23, 2026

2026
Policy Council
Executive Officers

Farima Nazary
Chairperson

Garrett Snoeyenbus
Vice Chairperson

Noah Wade
Secretary

Ana Salas Montes
Treasurer

Qurat Ul Ain Butt
Parliamentarian

Head Start
Admin Office Contacts

Janet Stewart
Director

David Walker
Fiscal Specialist

Maasoomeh Pouravaz
PFCE Specialist

Call to Order (6:00 P.M.) — Qurat Ul Ain Butt

Business Meeting — Farima Nazary
- Roll Call and Introductions
- Welcome and Seat New Member
- Approval of May Minutes

Treasury Report — Ana Salas Montes

Fiscal Reports — David Walker
- Head Start At-a-Glance for Head Start Early Head Start Birth to Five

Administrative Updates — Janet Stewart

Program Updates
- Monthly Reports
  - Enrollment Statistics
  - Average Daily Attendance Report
  - USDA Food Reimbursement

Family Engagement Presentation — Maasoomeh Pouravaz

PC Member Updates — Members

Adjourn

Next meeting – August 27, 2026

Mission Statement

To ensure that all Head Start/Early Head Start children ages 0-5 and pregnant women have access to quality childcare, family services and early childhood program.

Fairfax County Head Start Policy Council Meeting Minutes

Meeting Date: 05/28/2026
Meeting Time: 6:30 p.m.
Location: Virtual (Microsoft Teams)
Meeting Called By: Qurat Ul Ain Butt, Parliamentarian at 6:36 p.m.

Attendees:

• Fairfax County Public Schools (FCPS) representatives: Qurat Ul Ain Butt, Angela Vibas, Cerita Gantt, Rosanna Lucero
• Greater Mount Vernon (GMV)/Family Child Care (FCC) representatives: Farima Nazary, Nazila Saheli, Munira Moradi, Hunter Doe, Noah Wade
• Higher Horizons (HiHo) representatives: None present
• Community Representatives: Heather Thomas, Regina Danielson
• Staff in attendance: David Walker, Maasoomeh Pouravaz, Janet Stewart, Vitaliy Shpak, Gregory Williams, Daniel McGuigan

Roll Call and Introductions

Members stated their names and locations as required for virtual meetings.

Action Item: Approval that names and locations are clearly heard and the meeting may proceed.
First Motion: Regina Danielson
Second Motion: Rosanna Lucero
No objections. Approved unanimously.

Approval of Meeting Minutes

Farima asked members to review April's Meeting Minutes and for a motion to approve.

Action Item: Approval of minutes.
First Motion: Angela Vibas
Second Motion: Rosanna Lucero
No objections. Approved unanimously.

Treasury Report

Treasurer was unable to attend and will provide the report at the next meeting.

Fiscal Report

David presented the April Fiscal Report.

Spending Summary	Amount
Credit Card Total	$7,811.23
Supplies	$6,725.97
Contractual	0
Training/Technical Assistance	0
Other	$1,085.26

Budget Summary	HS	EHS	USDA	Total
Budget	$5,577,737.00	$5,561,350.00	$224,925.00	$11,364,012.00
YTD Actual	$4,138,231.08	$4,156,498.83	$144,520.10	$8,439,250.01
Encumbrances	$72,535.44	$234,141.56	0	$306,677.00
Budget Remaining	$1,366,970.48	$1,170,709.61	$80,404.90	$2,618,084.99
Percent Spent	74.19%	74.74%	64.25%	74.26%

NFS Match	HS	EHS	Total
Required	$1,394,435	$1,390,337	$2,784,772
YTD Actual	$969,697	$1,390,337	$2,360,034
Over/Under	$424,738	0	$424,738

Cerita asked whether the credit card report could include an itemized breakdown showing the purpose of each charge. David explained that detailed information is included in the monthly credit card packet used for processing. Most Amazon purchases are for classroom supplies, diapers, wipes, event materials, and occasional decorations or giveaways for staff or family events. Because the packet is about 100 pages long, it is not included in the fiscal report. David offered to send it to anyone who would like to review it.

Regina asked about the remaining $400,000 needed for the non-federal share match. David clarified that fundraising is not necessary, as the program consistently meets the match requirement through existing sources, including the county's quarterly local cash match, contributions from the school system, and support from other county departments. The current gap is only a timing issue, as the latest drawdown covers expenses through March, and additional match funds for April and May are still being recorded. He emphasized that the program routinely exceeds match requirements and has additional eligible funding sources if ever needed.

Administrative Report

Janet presented April's Enrollment, Attendance, Disabilities, Waitlist, and CACFP reports.

Program	Enrollment Percentage	Attendance Percentage
GMV HS	99%	88%
GMV EHS	100%	89%
FCC EHS	100%	93%
HiHo HS	98%	94%

HiHo EHS	100%	96%
FCPS HS	100%	92%
FCPS EHS	100%	90%

Waiting Lists	**Complete Applications**	**Incomplete Applications**
Early Head Start	49	3
Head Start	4	1

Children Served with Disabilities	**Percentage**
GMV HS/EHS and FCC EHS	19%
HiHo	14%
FCPS	14%
Cumulative Total	16%

GMV CACFP Report	**Totals**
Days of Operation	17
Children Participating	181
Number of Breakfast Served	2,607
Number of Lunch Served	2,638
Number of Snack Served	2,644
Total Number of Meals Served	7,889
Total Cost of Food	$43,353.39

Janet shared that the program's refunding application was submitted by April 1st. The Office of Head Start provided highly positive feedback, noting that David's work on the budget and justification was among the strongest they have reviewed. The team expressed pride in his accomplishment.

Policy Council Member Updates

Regina reported that FCPS will operate approximately eight summer meal sites from the day after school ends until the Friday before school resumes. Students in grades K–12 will be able to eat meals on-site at designated school cafeterias, and additional community locations will offer meals for students, adults, and elders. A local church will also provide take-home meal packages for families. She also announced that FCPS will launch a new Montessori program at Bucknell School this fall for children beginning at age three, with plans to expand through sixth grade. The program is open to all county residents, though families outside the school zone must arrange their own transportation. Due to currently low interest, most families interested in the Montessori program can enroll without a lottery.

Rosana inquired about preschool mini summer camp options. Garrett suggested exploring opportunities through the Fairfax County Public Library, and Heather described the Parks and Recreation scholarship program, noting she would send the link to Maasoomeh for distribution.

Hunter shared that he recently graduated with a degree in psychology. He has begun applying for jobs, participated in two interviews, and completed a job-shadowing experience as he seeks a role in the mental health field.

Regina stated she would share a flyer listing clinics offering summer vaccinations. These clinics provide free vaccines for families without healthcare or those with Medicaid and will bill insurance for insured families. She encouraged families to schedule appointments early to avoid late-summer shortages. Maasoomeh confirmed she has already shared the flyer and will resend it.

Daniel announced that GMV will hold a children's graduation ceremony on June 18th from 2:00 to 6:30 PM, beginning with kindergarten graduation and ending with a dance to continue the tradition started in winter. He added that the team is also working on PIR data and enrolling new families.

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Rosana inquired about preschool mini summer camp options for her son. Garrett suggested exploring opportunities through the Fairfax County Public Library, and Heather described the Parks and Recreation scholarship program, noting she would send the link to Maasoomeh for distribution.

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Adjournment

Qurat requested a motion to adjourn.
First motion: Noah Wade
Second motion: Regina Danielson
No objections. Meeting adjourned at 7:38 P.M.

Next Meeting: June 25, 2026 at 6:30 p.m.