

**Head Start Policy Committee Meeting Minutes  
Thursday, April 15, 2021**

**I. Call to Order/Roll Call**

The meeting was called to order at 10:09 a.m. by Veronica Gaddy, Chair. Roll Call was conducted and a quorum was established.

**Members Present:**

Veronica Gaddy, Past Part/Community Representative  
Teresa Ellison, Golden Empire Wrap  
Marisa Fierro, James Marshall (joined at 10:09)  
Julie Smith, Woodbine Wrap

**Members Absent:**

Diana Augulo, Isador Cohen Wrap

**II. Consent Items**

**A. Approval of the Minutes of the March 18, 2021 Meeting**

Minutes of the March 18, 2021 meeting were reviewed. Julie Smith moved to approve minutes. Teresa Ellison seconded the motion. Roll call vote: Aye: 2 (Julie Smith and Teresa Ellison) Nay: 0, Abstentions: 1, Chair.

**III. Action Items**

**A. Approval the submission of the Grant Application for Head Start Basic, Cost of Living Adjustment (COLA) to SETA in the amount of \$75,070**

Jacque Bonini, Director provided information on the COLA. She shared that we cannot use for staff raises because that all has to be negotiated between HR and all the collective bargaining units. However we can apply any COLA increase to the ever increasing costs of health care benefits. The proposal is to apply the COLA to health benefits and in-direct charges to the district. This will free up money to use for supplies and other items such as repairs and meals provided for staff to model in the classroom with children. Teresa Ellison moved to approve the submission of the Grant Application for Head Start Basic, Cost of Living Adjustment (COLA) to SETA in the amount of \$75,070. Julie Smith seconded the motion. Roll call vote: Aye: 3 (Teresa Ellison, Julie Smith and Marisa Fierro) Nay: 0, Abstentions: 1, Chair.

**IV. Action Items (Closed Session Personnel-Pursuant to Government Code Section 54957)**

**A. Staff Approval**

No staff approval.

**V. Information Items**

**A. Director's Report**

Jacquie Bonini, Director reported that schools have reopened and the first week went well. Teachers are welcoming the children and families are adjusting to the hoops of bringing their children to school. We have some classrooms that are open two days a week and some that are four days a week. At the end of the month we will reevaluate and look at the number of children coming to school and see if we can expand the days children attend. Soon we will be looking at summer and what next year will look like. Currently we do not know what next year will look like and are waiting on guidance.

**B. Eligibility, Recruitment, Selection, Enrollment and Attendance Report**

Rose Moya, Registration Supervisor provided the ERESA report. She reported we are at 52% enrollment. On Monday staff will begin sending recertification packets to families whose children are eligible to return. Even though we do not know what next year will look like we will continue to promote our program until we know what it is. We are working on our processes on enrollment for next school year. Marisa Fierro asked what next year would look like next year. Jacquie replied that we may have more information around June, since the Governor is taking about reopening on June 15<sup>th</sup>.

**C. Fiscal Monthly Report**

Shelagh Ferguson, Program Technician said there was a delay in providing the fiscal monthly report this month due to spring break. Members will receive two fiscal monthly reports next month. There are no credit card charges and meal/snacks to report. In a couple of months we should begin to report on meal/snacks soon since school reopened. We are working on the first COVID money of \$225,000 and will report more on that at the next meeting. Getting ready for year-end close, doing all the purchasing and making sure classrooms have the supplies they need.

**D. Policy Council Report**

Marie Deshae from SETA reported on the last Policy Council meeting which was held on March 23, 2021 through Zoom. PC approved the Accountant I, Head Start Teacher and Associate Teacher. PC tabled the election of PC officers for program year 20-21. The PC elected Maternal Child Adolescent representatives and alternates. The Deputy Director and managers provided reports to the committee.

**E. Health and Nutrition Update**

Jacquie Bonini, Director for Noel Estacio. She provided a quick reminder regarding picking up curb side meals. Parents need to show their enrollment letter. If you have not received

a copy of your letter please talk with your child's teacher. Nutrition Services will be requiring that you provide a copy of the letter to pick up meals. Also, if you have children who are not in preschool and are younger you can pick up meals for the children as long as they are in the car with you. Teresa Ellison shared that she received a card in the mail. Jacquie replied if you have the card you don't need the letter.

#### **F. Facility Update**

No facility update.

#### **F. Education and First 5 Update**

Doris Reese, Coordinator, said she had no update to provide today but was available if anyone had any questions. No one had any questions.

#### **G. Parent Engagement Update**

No parent engagement update.

### **VI. Open Discussion and Comments**

Jacquie provided a comment by announcing she will be retiring at the end of this school year. That it has been an honor to attend the meetings monthly and it is actually her favorite meeting to attend every single month. She appreciates the committee and how they navigate the Roberts Rules of Order. Veronica said she is going to miss Jacquie and is going to get all the information and experience she can from her.

### **VII. Public Participation**

No public participation.

### **VIII. Adjournment**

Meeting was adjourned at 10:26 a.m.