

**Head Start Policy Committee Meeting Minutes
Thursday, May 20, 2021**

I. Call to Order/Roll Call

The meeting was called to order at 10:07 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
Julie Smith, Woodbine Wrap

Members Absent:

Diana Augulo, Isador Cohen Wrap
Marisa Fierro, James Marshall

II. Consent Items

A. Approval of the Minutes of the April 15, 2021 Meeting

Minutes of the April 15, 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

No action items.

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 Head Start came out with the Program Information guidance as to what to expect for next year. Head Start wants programs to move into more in-person learning, no more hybrid learning and no more virtual learning. Some services such home visits, conferences and parent trainings could be okay. The Grantee could

possibly write into their Policy and Procedures and could be used as an enhancement and not a substitute. It would be great if a parent could only meet on their break time versus having to take time the day off. We haven't had to talk a lot about enrollment and having to maintain full enrollment because of COVID. The expectation is that we are going back to full enrollment next year. What that means is we are expected to be full all the time. Enrollment is closely monitored by our Grantee SETA and by the Office of Head Start. That expectation has come back that we are to be fully enrolled. However, they also understand the country is in a various state of loosening up some of the mandates and protocols, so 100% is not expected for September. There is the expectation that we have 100% by January. SETA will be closely monitoring our enrollment and if we are not fully enrolled we would have to create an Improvement Plan on how we can improve our enrollment. It's good news that we're coming back and good news that we have a few months to meet full enrollment.

Jacque shared that the Governor has been on the news talking about his May revise, which is his budget proposal that still has to be approved. There was significant funding in Early Learning, the most impactful to preschool was his funding to Universal Transitional Kindergarten. This means that all 4 year olds would be eligible for Transitional Kindergarten. The majority of children we have in preschool is 4 year olds and could be a big impact in our enrollment. The district is going to have to figure out how they are going to navigate this increase in Transitional Kindergarten and what that's going to do to preschool. Preschool will more than likely focus on 3 year olds as 4 year olds move over to Transitional Kindergarten. The other concern for State preschool is whether we have to earn our contract. The State puts aside an amount of money and the way we earn that money is by children's attendance. Because of COVID this year we were held harmless, which meant they understood enrollment and attendance was low and they still gave us our contract. The concern is if we are not full next year will we be held harmless. As these bills are approved through the Legislature and the budget is signed we will

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

Rose Moya, Registration Supervisor provided the ERESA report. She reported we are at 55% enrollment. We are gearing up and accepting applications for next school year. Families have two options to apply; they can complete a Program Request Form online or complete the form and drop it off at one of two locations. They can drop the Program Request Form at the SCUSD Enrollment Center located at 5601 47th Avenue or in front of the Hiram Johnson Family Education Center located at 3535 65th Street. Each location has a drop box for families to drop off their forms. We are receiving more online request forms than the drop box. I think families are adapting more to completing forms online. We are updating our banners at our sites where banners were either damaged or missing. I've updated our district website with all the new enrollment information and have shared all recruitment material with all of our staff so they can share with family, friends and post on their social media accounts. I will also send out all our recruitment flyers with the PC representatives to share also. Our number one successful advertisement is word of mouth.

C. Fiscal Monthly Report

No fiscal report.

D. Policy Council Report

No Policy Council report.

E. Health and Nutrition Update

No health and nutrition update.

F. Facility Update

No facility update.

F. Education and First 5 Update

Doris Reese, Coordinator, reported parent/teacher conferences will be conducted virtually the week of May 25-June 4. It is important to know that parents are still not allowed in the classroom. Unfortunately our policies around health and safety do not allow parents in the classroom so conferences will be conducted through Zoom. Teachers will have a parent report to share with regarding their child's development and accomplishments they have reached during this time. This is a great opportunity to talk about kindergarten readiness and what are those activities that are helpful to do at home to prepare them for kindergarten. Some teachers are already sharing the outcomes with parents. Doris shared some upcoming activities that will occur in the fall. Teachers will have an updated version of their Creative Curriculum Sixth Edition. This edition provides "The Cloud", which means teachers will be able to do their planning through the cloud and can push information out to parents. Teachers will be able to start the school year with a lot of supportive material and will be provided retrained on the updated curriculum. All the classrooms will receive new library quality books. Veronica asked if we were going to continue with the Apple Bags. Doris responded that unfortunately we cannot rotate the bags at this time, maybe in the fall we can restart rotating the Apple Bags.

G. Parent Engagement Update

Jacque Bonini, Director shared that the parents Ready Rosie accounts are good through the summer and to continue using it. They have a great summer soars project. She also shared that we do not have any information about the chrome books yet as to when and where the chrome books will be returned to. We will provide information once we have it.

VI. Open Discussion and Comments

Julie Smith from Woodbine asked about the thermometer used in the classroom. She shared that she has been reading studies about taking temperatures on the wrist instead of the head. The wrist was giving the same reading as the head. Jacque said we would look into it.

Jacque thanked the parents for participating this year during this difficult time.

VII. Public Participation

No public participation.

VIII. Adjournment

Meeting was adjourned at 10:32 a.m.