

FOUNDATION FOR EARLY CHILDHOOD EDUCATION, INC.
155 N Occidental Blvd., Los Angeles, CA 90026

POLICY COMMITTEE MEETING
April 11, 2024– 9:30 A.M.-12:00 P.M.

MINUTES

The meeting was called to order at 9:40 a.m.

Roll Call was taken and a quorum was established with 17 members present.

The minutes from our March 14, 2024 (Policy Committee Meeting) were read.

M/S/C Marroquin/Sanchez to approve the minutes for March 14, 2024 (Policy Committee Meeting) as read.

Our Chairperson thanked everyone for attending today's Policy Committee Meeting. She informed us that the P.C. Executive Committee met on Wednesday, April 10, 2024 to review all documents and reports for today's meeting. They have made their recommendations for all items on today's agenda and will be presenting them to us for approval.

Our Treasurer gave her report. She reported all expenditures incurred for the month of March 2024.

The delegates to the County Policy Council gave their report for the meeting of March 12, 2024.

The Delegate to the Board of Director's gave her report for the meeting of March 20, 2024.

Our Director was unable to be present to provide her report, however the Parent Involvement Coordinator provided her report. She provided the following information: Duration classrooms will have the same end date of school as full day classes and Early Head Start, which will be June 27. Teachers will have one day to close out their classrooms. The end of the year also comes with some tasks. It is each agency's responsibility at the end of every school year to look at our own program and make determinations of any areas of concern, are there any weaknesses we need to address, changes that we need to make for the following year and what are we doing that works well. This is what is called Self-Assessment/Program Self Evaluation. We ask for one or two parents to be part of the Self-Assessment. There will be two PC Parents participating in the Self-Assessment: Leishay Bachler and Crystal Rodriguez. The Parent Involvement Coordinator informed us that we have a lot of contracts going on at Ramona Gardens (playground), Euclid (Parking structure), Gregory Park (Kitchen) and we are replacing some sinks and touchless faucets in the remaining classrooms that didn't get completed last year. Foundation is holding off on some projects at Soto and Evans because those are owned by LAUSD and the process is different when you want to do projects in LAUSD owned sites. If the projects don't get completed by June 30, 2024, the Director will be in talks with LACOE to carry over the money into the next program year in order to be able to complete those projects, so PC will be getting a BAR for that soon. We don't have any final news yet on the Federal Level, but we are keeping an eye out for what is happening in terms of funding for the levels of Head Start. There is a COLA (Cost of living Adjustment) on the table right now. First COLA proposal was 2.3% and then the next one that is proposed is a 4.7%, so those are percentages of additional funding that we would receive, that we can then use specifically to increase pay for staff. We completed and submitted the OHS (Office of Head Start) Health and Safety Screener for Lincoln Heights. Lincoln Heights is now up and running. We have been hiring a lot of new staff especially in the Education Department, such as teachers, teacher assistants and teacher aids. So, we are looking good as far as staffing to finish off the year and begin our new school year.

The Assistant Director of Family Services, Health and Nutrition presented her report. She informed parents that we had 8 unusual incidents to report for the month of March. Five of the unusual incidents reported were Outbreaks/Epidemic (Hand, foot, and Mouth at Santa Monica, Gastro Intestinal symptoms, (such as vomiting & Diarrhea), at Euclid, Fountain Early Head Start, Echo Park Head Start and Pink eye at Garden of Progress), 1 site visit from Licensing – Echo Park CDC, 1 injury-child tripped running outside at Euclid and 1 child tested positive for Covid. She reported that attendance for the month of February was low for Head Start and Early Head Start. Enrollment was at 79% for Head Start and 75% for Early Head Start. An analysis report was sent to LACOE to explain the reasons reported for the excessive absences. Lower numbers in attendance are due to extended illnesses and outbreaks. In terms of enrollment we still need 7 slots to fill, for Head Start and 8 slots to fill in Early Head Start. The Assistant Director also informed us that Electronic Parent Surveys will be sent out the week of April 8th. This survey will ask for feedback on services provided to the family and children. This survey is only for State Preschool/Head Start Sites. She informed parents that the UCLA Mobile Unit will be doing re-screenings during the month of April, for children who failed the first test and provide glasses for children who need them.

Educational Announcements: The Assistant Director of Education, Jocelyn Tucker provided her report. She informed the parents that in Disabilities we had three new referrals for EHS and 15 new referrals for LAUSD. So, now in Early Head Start we are at 17%, which is way over the required 10%. In Head Start we have 77 children with IEP's, that is 19.8% of our children. Teachers are doing well with managing children with Social Emotional concerns and behavior challenges. We have a total of 25 Head Start referrals and 6 staff support referrals. **Education events-** We had two staff attend the Reggio Emilia, Italy last month. They got to tour the Child Care Centers with Reggio Emilia. We are looking towards moving our classrooms to what is called Reggio Inspired Approach. We are not leaving Head Start or Creative Curriculum behind, we are just looking to enhance our program to make it more exciting and engaging for children as well as teachers. We had Teachers and staff attend the EC Evolution Conference sponsored by LACOE. Teacher day was on a Saturday and we had quite a few teachers attend. Teachers who attended the EC Evolution Conference on Saturday will receive a stipend. Some of the staff had training for the Classroom Assessment Scoring System, which is a tool that looks at teacher child interactions. **Upcoming Dates:** We have “When Families Come Together Club on April 18, “Exclusive Inclusive Club on April 25th. We will be having a guest speaker, Gloria Ruiz, our IEP Advocate, that is now consulting with us. She is able to attend IEP & IFSP Meetings with families as well as staff. Gloria is well versed in Special Education Law. We have three teachers and 1 supervisor going to the National Head Start Association Conference April 15-18 in Portland, Oregon next week. We are completing the last DRDP for the year at the end of April, and we have a Professional Development Day on April 24, 2024. **Coming up:** Teacher Appreciation Day on May 2nd. We ask parents not to purchase anything for teachers and instead have the children make the teacher something special, like a drawing. We will be having a two hour “Conscious Discipline” training for parents. We will also be having a 7 three-hour session training for parents on “The Growing Brain”. Last, but not least, we are having a Transition to Kinder Virtual Conference in June. We will invite principals and kindergarten teachers to come to talk to the parents on how they can better prepare their children for Kindergarten. The Assistant Director also presented some slides on the Reggio Emilia Conference from the two staff attended in Italy.

We received and reviewed the Average Daily Attendance Report for the month of February 2024. The average daily attendance for the month of February was 78% for Head Start and 74% for Early Head Start. An ADA Analysis report was sent to LACOE to explain the reason why some sites fell below the average attendance for the month of February 2024.

We received and reviewed the Claim for Reimbursement Child and Adult Care Food Program for February 2024. The total number of meals served for the month of February 2024 was 17,877. Discussion took place.

We received the In-kind report that includes parent volunteer hours, report was included with Fiscal Report.

We received the Parent Meeting Calendar for the month of April 2024. Head Start will be having a workshop on School Readiness Goal #4, Perception Motor and Physical Development.

We received and reviewed the revised Selection Criteria for Program Year 2024-2025.

M/S/C Bachler/Sanchez to approve the revised Selection Criteria for Program Year 2024-2025.

Elections were held for a new Delegate to the Policy Council representing Early Head Start.

M/S/C Rodriguez/Arevalo to elect Sindy Ordoñez as new Delegate to the Policy Council representing Early Head Start.

We received and reviewed the Monthly Fiscal Report on the Head Start Account.

Announcements: We were reminded that our next Policy Committee Meeting will take place on May 9, 2024.

The meeting adjourned at 11:58 a.m.

Submitted by,

Reina Mendez
P.C. Secretary