

Approved June 13, 2024

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

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

MINUTES

The meeting was called to order at 9:36 a.m.

Roll Call was taken and a quorum was established with 20 members present.

The minutes from our April 11, 2024 (Policy Committee Meeting) and April 22, 2024 (Policy Committee Special Call Meeting) were read.

M/S/C Marroquin/Arevalo to approve the minutes for April 11, 2024 (Policy Committee Meeting) as read.

M/S/C Maldonado/Marroquin to approve the minutes for April 22, 2024 (Policy Committee Special Call 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, May 1, 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 April 2024.

The delegates to the County Policy Council did not have a report to present at this time, the meeting is scheduled to take place on May 14, 2024. Their report will be presented at our next Policy Committee Meeting.

The Delegate to the Board of Director's gave her report for the meeting of April 17, 2024.

Our Director presented her report. She provided the following information: All classrooms are open except for Flores del Valle. We are considering moving the 8 EHS slots from Flores del Valle to other locations. We continue to recruit to fill slot vacancies. We have made great progress on filling vacant positions this year. We have the highest number of employees we've had in years. We are working on Self-Assessments. We have two parents participating in the Assessment. LACOE Head Start, Early Head Start and CDE Self Evaluations are due in June 2024. Foundation is in the process of reviewing the facility project list to determine which projects are not feasible to complete this year. LACOE accepted our Enhanced funding request, and a BAR is in process to provide the additional funding before final budget adjustment in August. The end of the year is rapidly approaching, classes will be ending June 27, 2024 for all children. We will be having a Jamboree for the children on the 26th of June, which will include an obstacle course and fun activities for children to do. We will be inviting parents to attend and encourage male participation. The Director also informed us that next year, 2024-2025 will be the first year of our 5 year grant cycle.

The Assistant Director of Family Services, Health and Nutrition was unable to be present to provide her report, however, the Parent Involvement Coordinator provided her report. She informed parents that we had 7 unusual incidents to report for the month of April. Six of the unusual incidents reported were Outbreaks/Epidemic (Santa Monica and Soto – GI Symptoms (Vomiting, Diarrhea); Ramona Gardens, Ramona Head Start, Gregory Park – Lice; Park Place – Hand, foot, mouth; Soto- Medical Emergency and 1 injury – child tripped running outside – Euclid and Fountain. She reported that attendance for the month of

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April was a little bit low for Head Start and Early Head Start. Enrollment was at 82% 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 10 slots to fill, for Head Start and 8 slots to fill in Early Head Start. The Parent Involvement Coordinator also informed us that we will be having pop ups at Estrada, Ramona and ELAOC. The Policies and Procedures for Health, Nutrition, ERSEA, and Family Services are being completed and will be submitted to LACOE for review. We will also be reviewing the surveys that went out to parents for the State Preschool Program. Finally, we are currently working on the annual self-evaluation for State Preschool.

Educational Announcements: The Assistant Director of Education, Jocelyn Tucker provided her report. She informed the parents that in Disabilities we had two new referrals for the Regional Center and 7 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 72 children with IEP's, that is 18.7% of our children. For Mental Health we have 23 referrals for the year and 3 Staff support. The Assistant Director of Education reviewed the Final DRDP for program year 2023-2024. She explained to the parents that the line on the graph represents the average score for the group, there are six domains. **Education events:** Staff had a training on behavior on April 1, 2024, Lincoln Heights had their open house on April 3, 2024, Six staff attended the National Head Start Association Conference in Portland Oregon. **Upcoming Dates: Coming up:** "When Families Come Together Club", Exclusive Inclusive Club, Last parent conferences, Parent Training for Conscious Discipline, The Growing Brain (7 three-hour sessions) and Transition to Kinder Virtual Conference – May 30th 9-11 am and 5-7 pm.

We received and reviewed the Average Daily Attendance Report for the month of March 2024. The average daily attendance for the month of March was 79% for Head Start and 75% 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 March 2024.

We received and reviewed the Claim for Reimbursement Child and Adult Care Food Program for March 2024. The total number of meals served for the month of March was 15,269.

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 May 2024. Head Start will be having a workshop on Transition to Kindergarten.

The Parent Involvement Coordinator shared a slide show of the "TRANSITIONING to better health, better finances and strong children and families" fair that was held on April 2, 2024.

We received and reviewed BAR/RAA 43-471 Enhance Funding \$289K.

M/S/C Maldonado/Marroquin to approve BAR/RAA 43-471 Enhance Funding \$289K.

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 June 13, 2024.

The meeting adjourned at 11:39 a.m.

Submitted by,

Reina Mendez

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P.C. Secretary