

Approved November 14, 2024

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

**POLICY COMMITTEE MEETING**  
**October 10, 2024– 9:30 A.M.-12:00 P.M.**

**MINUTES**

The meeting was called to order at 9:47 a.m.

Roll Call was taken and a quorum was established with 15 members present.

The minutes from our September 12, 2024 (Policy Committee Meeting) were read.

M/S/C Arevalo/Marroquin to approve the minutes for September 12, 2024 (Policy Committee Meeting) with corrections.

Our Chairperson thanked everyone for attending today's Policy Committee Meeting. She informed us that the P.C. Executive Committee met on Wednesday, October 9, 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 September 2024.

The delegate to the County Policy Council provided her report for the meeting that took place on October 8, 2024.

The Delegate to the Board of Director's gave her report for the meeting of September 18, 2024.

Our Director was unable to attend our PC Executive Committee Meeting, however, the Parent Involvement Coordinator presented her report. She provided the following information: She wanted to give a special thank you to Leishay Bachler for attending the National Head Start Association Conference in Washington, DC and for sharing her story with policy makers in the US Capital. The Coordinator informed parents that the LACOE RAN Teams and other staff have been visiting Foundation classrooms with their RAN monitoring tool, or standard monitoring tool. No significant findings were identified. Formal RAN review visits are expected in November 2024. The Coordinator informed us that Human Resources and Administration continue to focus on recruitment with multiple job postings on various platforms. She informed us that the New Head Start Performance Standards have been released and indicate significant changes to wages for teaching staff, not required until 2031. Other regulation changes include case load maximums for FSAs, a more clearly defined support for Mental Health Program Wide and eligibility calculations for families that can be adjusted for housing. The Director will not be able to be present at our Policy Committee Meeting, as she will be attending the Office of Head Start Roundtable discussion in San Francisco, CA on October 10, 2024. The Director has also been meeting on a regular basis with the Union for Union Negotiations. In terms of Program Operations, Foundation received an invitation from LACOE to submit BARs for funding projects and other identified program needs. Finally, the City of Los Angeles is moving forward with our requests for updated lease renewals for Echo Park CDC and Little Friends. They have provided a summary of next steps and reiterated that the process is lengthy.

The Assistant Director of Family Services, Health and Nutrition provided her report. She provided the following information: There were five unusual incidents to report for the month of September. There was 1

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Lice outbreak at Pico Gardens, 1 closure at ELAOC, 1 Nutrition incident at Echo Park, 1 Injury at Evans and 1 GI outbreak at Ramona Gardens. She reported that attendance for the month of September was 87% at Early Head Start and 87% at Head Start. Recruitment continues for the 2024-2025 program year. Foundation is currently at 90% enrolled in Head Start and 100% enrolled in Early Head Start. We ask for the Policy Committee's help to join our recruitment efforts by spreading the word to other families in their communities.

**Educational Announcements:** The Assistant Director of Education, Jocelyn Tucker presented her report. She reported on information for Disabilities, Mental Health and Education. In disabilities we submitted 5 new referrals to LAUSD. We have 20 IFSPs open for Early Head Start. If we look at the actual number of children enrolled, 19% of them have IFSPs, and if we look at the number of Funded enrollment slots, which include all the children that we are supposed to have enrolled, its 18.5%. Each delegate agency is supposed to have 10% children with disabilities, we almost have double that number. We have 44 IEPs, which is 14% of the children enrolled in the program right now. Funded enrollment we have 11.4%. Again in Head Start, as in Early Head Start, we are above our 10% requirement. A new item that we are reporting is Change of Placement. Change of Placement is done when a parent attends an IEP Meeting and a school is recommended or a specific placement is recommended for the child, usually the local school, depending on the child's address, but the parent does not want the child to attend that school and wants to put them in our Head Start Program. We then enroll the child in our program and do a Change of Placement IEP, so that our program is on the IEP as an official placement. In our Mental Health Department, we currently had 3 referrals for children and 2 for parent support. The information provided to our Mental Health Department and Mental Health Consultant is strictly confidential. The Assistant Director asked parents to please share this information with other parents. In Education, teachers have been receiving intensive training. Some educational events happening at our sites are as follows: Early Head Start teachers are currently conducting home visits. They have completed their first ASQs. Head Start had their Open House and have now started classes. Licensing paid a visit to the classrooms on the first day of school and there were no deficiencies found. LACOE monitors also paid visits to the sites and complimented the sites on their cleanliness. Our Education Coordinator and one of our Head Start parents attended the NHSA Leadership Institute Conference. **Upcoming Events:** ASQ and Home Visits for Head Start, The Growing Brain Workshops, The Great Shake Out, When Families Come Together Club, The Exclusive Inclusive Club, DRDP Ratings due for EHS, Minimum day, Staff Development Day, Veterans Day Holiday and Thanksgiving Break.

We received and reviewed the Average Daily Attendance Report for Early Head Start for the month of August 2024. The average daily attendance for the month of August was 86.16% for Early Head Start.

We received and reviewed the Claim for Reimbursement Child and Adult Care Food Program for August 2024. The Total number of meals served for the month of August was 3,912. 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 October 2024. Head Start will be having their Parent Involvement Information/Elections Meetings and Early Head Start will be having a special presentation on "Understanding your Child's Health Growth and Learning Development (18-36 months).

We reviewed the information on Toileting, Diapering and Positive Guidance.

We received and reviewed BAR/RAA 44-151 New Registered Nurse Consultant.

M/S/C Arevalo/Gomez to approve BAR/RAA 44-151 New Registered Nurse Consultant.

We received and reviewed BAR/RAA 44-158 Request for Target Funding-Head Start Basic.

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M/S/C Maldonado/Arevalo to approve BAR/RAA 44-158 Request for Target Funding-Head Start Basic.

We received and reviewed BAR/RAA 44-159 Request for Target Funding-Head Start Basic Carryover I LCE.

M/S/C Maldonado/Arevalo to approve BAR/RAA 44-159 Request for Target Funding-Head Start Basic Carryover I LCE.

We received and reviewed BAR/RAA 44-160 Request for Target Funding-Head Start T & TA Carryover 1 LCE.

M/S/C Maldonado/Arevalo to approve BAR/RAA 44-160 Request for Target Funding-Head Start T & TA Carryover 1 LCE.

We received and reviewed BAR/RAA 44-161 Request for Target Funding-Early Head Start.

M/S/C Maldonado/Arevalo to recommend the approval of BAR/RAA 44-161 Request for Target Funding-Early Head Start.

We received and reviewed BAR/RAA 44-162 Request for Target Funding-Early Head Start CCP Exp 1 LCE.

M/S/C Maldonado/Arevalo to approve BAR/RAA 44-162 Request for Target Funding-Early Head Start CCP Exp 1 LCE.

We received and reviewed BAR/RAA 44-163 Request for Target Funding-Early Head Start Expansion T & TA LCE.

M/S/C Maldonado/Arevalo to approve BAR/RAA 44-163 Request for Target Funding-Early Head Start Expansion T & TA LCE.

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

We had a very special presentation to recognize all the parents in the Policy Committee for their hard work and dedication during the Program Year 2023-2024. Parents received certificates of participation and a small token of our appreciation of their year of service.

**Announcements:** We were reminded that our next new Policy Committee Training will be held on October 30 & 31, 2024. We were also informed that if we have any former parents whose children are going to Kindergarten and wish to continue being part of the Policy Committee as Community Representatives, they must fill out a Community Representative application before the training day.

The meeting adjourned at 11:57 a.m.

Submitted by,

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Reina Mendez  
P.C. Secretary