



COUNTY-WIDE POLICY COUNCIL

Tuesday, January 11, 2022
 6:00 P.M.

VIA ZOOM

AGENDA

		<u>Presenter</u>	<u>Motion</u>	<u>Page</u>
I.	CALL TO ORDER	Ashleigh Rocker Greene		
II.	ROLL CALL	Senovia Murillo		7-8
III.	APPROVAL OF MINUTES	Ashleigh Rocker Greene	Approval	9-19
IV.	COMMUNITY REPRESENTATIVE REPORTS	Ashleigh Rocker Greene	Information	20-22
V.	FRESNO EOC COMMISSIONERS REPORT	Zina Brown-Jenkins	Approval	
VI.	MONTHLY FINANCIAL STATUS REPORTS FOR THE MONTH OF OCTOBER 2021	Angela Diaz	Approval	23-29
VII.	ACTION ITEMS			
	A. Average Daily Attendance (ADA) Reports For the month of November 2021 Early Head Start and Head Start Center Base	Ashleigh Rocker Greene	Approval	30-35
VIII.	INFORMATIONAL ITEMS			
	A. Personnel Committee Report	Pedro Uresti	Information	36-38
	B. FY 2023 Head Start 0 to 5 Budget Process	Rosa M. Pineda	Information	39-40
	C. Head Start Center Base & Home Base Education Committee Plan Process	Helen Uyeda/ Guadalupe Zuniga	Information	41-46
	D. Early Head Start Center Base & Home Base Curriculum Planning Process Outline	Christina Coble/ Guadalupe Zuniga	Information	47-49
	E. Head Start and Early Head Start Strengths, Needs and Interests Parent Survey (SNIP)	Olga Jalomo-Ramirez/ Guadalupe Zuniga	Information	50-54
	F. State of California Department of Education (CDE) CSPP Continued Funding Application	Helen Uyeda	Information	55-56
	G. Head Start 0 to 5 Program Update Report (PUR) for the month of November 2021	Rosa M. Pineda/Nidia Davis	Information	57-59
	H. Self-Assessment Data Review Week February 8 to February 11, 2022/ Invitation to Participate in Self-Assessment	Veronica Galvan	Information	60-61
IX.	ANNOUNCEMENTS	Ashleigh Rocker Greene	Information	
	A. February 1, 2022 – Next County-Wide Policy Council Meeting			
	B. February 14, 2022 – Lincoln’s Day Holiday – No School			
	C. February 15, 2022 – Next CWPC Executive Board Meeting			
	D. February 21, 2022 – President’s Day Holiday – No School			
X.	ADJOURNMENT	Ashleigh Rocker Greene		

**COUNTY-WIDE POLICY COUNCIL
MINUTES**

December 7, 2021

- CALL TO ORDER The meeting was called to order at 6:07 p.m. by Ashleigh Rocker Greene, CWPC Chairperson via ZOOM call.
- ROLL CALL Roll Call was called by Fawnda Cole, CWPC Vice-Chairperson. The following Representatives were present: Brenda Velasquez, Anna Fernandez, Alma Martinez Guillen, Laura Barnes, Youa Xiong, Yeng Vang, Stephanny Vasquez, Ovelia Miramontez, Maria Barajas, Cesia Munoz, Amber Daniel, Haydee Garcia, Blanca Lopez, Senovia Linda Murillo, Lisett Rodriguez, Jazmin Yvarra Soto, Jerry Vang, Ashleigh Rocker Greene, Rebecca Ramos, Carlos Campos, Silvia Karina Rosas, Christina Marquez, Aurora Rios, Ana Angeliano, Anyssa De La Cruz, Naomi Jackson, Angela Diaz, Fawnda Cole, Jesenia Rodriguez, Pedro Uresti, Maria Castellanos, Natisha Goins, LaVera Smith, Zina Brown-Jenkins and Jimi Rodgers. A quorum was present.
- APPROVAL OF PREVIOUS CWPC MINUTES Ashleigh Rocker Greene, CWPC Chairperson, informed Representatives of the CWPC Minutes from the October 5, 2021 and November 2, 2021 meetings. This information was sent to Representatives prior to tonight's meeting.
- Motion to approve the October 5, 2021 CWPC Minutes as written and read was made by Alma Martinez and seconded by Christina Marquez. Motion carried
- Motion to approve the November 2, 2021 CWPC Minutes as written and read was made by Christina Marquez and seconded by Aurora Rios. Motion carried.
- COMMUNITY REPRESENTATIVE REPORTS No Community Representatives Reports were given at tonight's meeting.
- FRESNO EOC COMMISSIONERS' REPORT Zina Brown-Jenkins, Fresno EOC Commissioner, informed Representative of the Fresno EOC Board of Commissioners minutes from the September 22, 2021 and October 27, 2021 meetings. This information was sent to Representatives prior to tonight's meeting.
- Ms. Brown-Jenkins shared information from the November 17, 2021 meeting.
- The EOC Board of Commissioners continue to hold meeting via ZOOM due to COVID-19.
- Transforming/Inspiring: Joe Amader from the Energy Services Program invited Chris Olsen a client to share how the pandemic affected her with needing a water heater. Ms. Olsen shared that was she and her family were not judged and Fresno EOC made them feel comfortable in meeting their needs.
- In 2022 we will receive funding for our CSGB Programs in the amount of 1.9 million dollars.
- Ashleigh Rocker Greene, CWPC Chairperson, shared that during the pandemic her husband's business was reduced in half. The Head Start 0 to 5 Program provided them the means to get meals, diapers and assistance in paying their utilities bills. These services were gratefully appreciated.
- Motion to approve the September 22, 2021 Fresno EOC Board Minutes as written and read was made by Carlos Campos and seconded by Maria Castellanos. Motion carried.
- Motion to approve the October 27, 2021 Fresno EOC Board Minutes as written and read was made by Christina Marquez and seconded by Naomi Jackson. Motion carried.

FINANCIAL STATUS REPORT FOR THE MONTH OF AUGUST 2021 AND SEPTEMBER 2021

Ashleigh Rocker Greene, CWPC Chairperson, informed Representatives of the Monthly Financial Status Report for Early Head Start and Head Start programs for the month of August 2021 and September 2021. These reports were sent to Representatives prior to tonight's meeting.

Ms. Rocker Greene reported that the Monthly Financial Status Reports show all expenditures for the entire Early Head Start and Head Start programs for the month of August and September 2021 and year-to-date.

Motion to approve the Monthly Financial Status Reports for August 31, 2021 for Early Head Start and Head Start was made by Alma Martinez and seconded by Jazmin Soto. Motion carried.

Motion to approve the Monthly Financial Status Reports for September 30, 2021 for Early Head Start and Head Start was made by Haydee Garcia and seconded by Senovia Linda Murillo. Motion carried.

AVERAGE DAILY ATTENDANCE (ADA) REPORTS FOR THE MONTH OF SEPTEMBER 2021 AND OCTOBER 2021

Ashleigh Rocker Greene, CWPC Chairperson, informed Representatives of the Average Daily Attendance (ADA) Report for the month of September 2021 and October 2021 for Early Head Start and Head Start. This information was sent to Representatives prior to tonight's meeting.

Per Head Start Program Performance Standard 1302.16, a program must track attendance for each child and implement a process to ensure children are safe when they do not arrive at school. In addition, a program must implement strategies to promote attendance by providing information about the benefits of regular attendance; support families to promote the child's regular attendance; conduct a home visit or make other direct contact with a child's parent if a child has multiple unexplained absences' and thereafter, use individual child attendance data to identify children with patterns of absences that put them at risk of missing ten percent of program days per year and develop appropriate strategies to improve individual attendance among identified children.

The Early Head Start monthly ADA for September 2021 is 63.44% for Center Base and 90.90% for Home Base. Total Early Head Start enrollment for September is 243.

The Head Start monthly ADA for September 2021 is 72.54% for Center Base and 99.62% for Home Base. Total Head Start enrollment for September 2021 is 1281.

The Early Head Start monthly ADA for October 2021 is 72.79% for Center Base and 92.69% for Home Base. Total Early Head Start enrollment for October is 243.

The Head Start monthly ADA for October 2021 is 74.12% for Center Base and 92.06% for Home Base. Total Head Start enrollment for October 2021 is 1327.

Attendance should maintain an 85% daily rate and show opportunities for correction and resources for continuous improvement and partnership.

Motion to approve the ADA Reports for Early Head Start and Head Start Center Base for September 2021 and October 2021 was made by Fawnda Cole and seconded by Naomi Jackson. Motion carried.

CWPC ELECTIONS FOR 2021-2022 PROGRAM YEAR/INSTALLATION OF SERGEANT AT ARMS, HISTORIAN AND EHS REPRESENTATIVE

Olga Jalomo-Ramirez, Family/Community Services Manager, informed Representatives of the CWPC Elections for 2021-2022 Program Year and Installation of Sergeant At Arms, Historian and Early Head Start Representative.

On October 5, 2021, CWPC Elections were held for the CWPC Executive Board for the 2021-2022 program year. The Chairperson, Vice-Chairperson, Secretary and Treasurer were elected. However, Sergeant at Arms, Historian and Early Head Start (EHS) Representative seats remain vacant. The remaining cluster that need representation are Clusters II, IV and EHS.

Also, elections of CWPC Secretary will be conducted tonight due to resignation of Lilly Lao.

To be in accordance with Head Start Program Performance Standards, Section 1301.3, an agency must (a) establish policy council and policy committees. Each agency must establish and maintain a policy council responsible for the direction of the Head Start program at the agency level, and a policy committee at the delegate level.

CWPC ELECTIONS FOR
2021-2022 PROGRAM
YEAR/INSTALLATION OF
SERGEANT AT ARMS,
HISTORIAN AND EHS
REPRESENTATIVE – (Cont.)

During the month of October, elections are held to fill the positions of the CWPC Executive Board, which shall be comprised of six (6) elected officers, standing committee chairpersons, and one (1) appointed Early Head Start Representative. In an effort to include equal representation for all Early Head Start/Head Start centers and all Home Base areas, the CWPC body will be assigned to a six (6) Cluster System. Once an Executive Board officer position has been filled from a specific cluster, no other Representative from that particular cluster may run or be nominated.

The term of office for Head Start 0 to 5 CWPC Representatives consists of one (1) year commitment from October 2021 to October 2022. Representative cannot serve more than a three (3) year term (any 3 years combined) in accordance with Head Start 0 to 5 CWPC Bylaws, Article III, Section 5, Term of Office.

Ms. Jalomo-Ramirez explained duties and responsibilities of the CWPC officers as each position was opened up to the floor. Ms. Jalomo-Ramirez informed Representatives the terms are from October 2021 through October 2022. This information was mailed to Representatives prior to tonight's meeting.

Nominations were opened for **Secretary**. The following person volunteered for the position of Secretary: Senovia Linda Murillo.

As there were no further nominations, Senovia Linda Murillo, Firebaugh Center Base Representative was accepted as Secretary.

Nomination were opened for Early Head Start Representative. The following person volunteered for the position of Early Head Start Representative: Maria Barajas

As there were no further nominations, Maria Barajas, Early Head Start Representative (Jane Addams) was accepted as the EHS Representative.

A motion to approve Senovia Linda Murillo as Secretary and Maria Barajas, as Early Head Start Representative (Jane Addams) was made by Jazmin Soto and seconded by Christina Marquez. Motion carried.

At this time, Olga Jalomo-Ramirez, administered the Oath of Office to the newly elected CWPC Executive Board officers:

Senovia Linda Murillo, CWPC Secretary
Maria Barajas, EHS Representative

A round of applause was given to the newly elected CWPC Executive Board officers.

COMMUNITY
REPRESENTATIVES
RECOMMENDATIONS FOR
THE 2021-2022 PROGRAM
YEAR

Olga Jalomo-Ramirez, Family/Community Services Manager, informed Representatives of the Community Representatives Recommendations for the 2021-2022 Program Year.

In accordance with the Head Start Act 642(c)(2)(B)(ii) and Head Start 0 to 5 County-Wide Policy Council Bylaws under Article III, Section 1, Membership of the County-Wide Policy Council (CWPC) shall be compromised of individuals from businesses, public or private community organizations, as well as those who are familiar with resources and services for low-income children and families.

At the October 19, 2021 CWPC Executive Board meeting received a list of local community partners by which they select who they would like to participate in the CWPC. In doing so, this affords the CWPC and Community Representatives to make decisions for program operations.

The following Community Representatives were selected:

- Central Valley Regional Center (CVRC)
- Exceptional Parents Unlimited (EPU)
- Fresno EOC Women, Infants and Children (WIC)
- Central Valley Children's Services Network

If approved by the CWPC, the Community Representatives will begin their term for a one (1) year, from October 2021 to October 2022.

COMMUNITY REPRESENTATIVES RECOMMENDATIONS FOR THE 2021-2022 PROGRAM YEAR – (Cont.)

In the event that a Community Representative declines, then a new Community Representative will be selected for recommendation.

Motion to approve the Community Representatives Recommendations for the 2021-2022 Program year was made by Christina Marquez and seconded by Jazmin Soto. Motion carried.

EARLY HEAD START/HEAD START PROGRAM SCHOOL READINESS GOALS 2021-2022 DRAFT

Guadalupe Zuniga, Home Base Services Manager, informed Representatives of the Early Head Start/Head Start Program School Readiness Goals 2021-2022 Draft. This information was sent to Representatives prior to tonight's meeting.

Head Start Program Performance Standard Achieving program goals, 45 CFR§1302.102(a)(3), requires all agencies to establish school readiness goals. They are defined as "the expectations of children's status and progress across domains of language and literacy development, cognition and general knowledge, approaches to learning, physical well-being and motor development, and social and emotional development that will improve readiness for kindergarten goals" in Terms, 45 CFR§1305.2.

Each agency must use the five domains, represented by the central domains of the Framework, as the basis for school readiness goals. They consist of:

- Approaches to Learning
- Social and Emotional Development
- Language and Literacy
- Cognition
- Perceptual, Motor and Physical Development

Agencies need to articulate that their goals appropriately reflect the ages of children participating in the program, the curriculum and child assessments(s) address or align with the program's established goals and demonstrate that parents were involved in the development of the goals.

On October 1, 2021, Head Start 0 to 5 staff, parents and partners used the aggregated data from Child Care Results (CCR) Analytics to review and establish school readiness goals for the 2021-2022 program year.

Motion to approve the Early Head Start/Head Start Program School Readiness Goals 2021-2022 Draft was made by Alma Martinez and seconded by Anna Fernandez. Motion carried.

HEAD START 0 TO 5 CONTINUATION/REFUNDING APPLICATION – YEAR ONE

Rosa M. Pineda, Head Start Director, informed Representatives of the Head Start 0 to 5 Continuation/Refunding Application – Year One. This information was sent to Representatives prior to tonight's meeting.

Head Start 0 to 5 is funded on an annual basis (January 1 through December 31) by the Department of Health and Human Services (HHS) and Office of Head Start (OHS). The Head Start 0 to 5 is funded to serve economically challenged families and their children, including those with disabilities from birth to five-years-old. Through a coordinated interdisciplinary approach, the child's education, social development, nutrition, health (including physical, mental and dental), self-image and school readiness are enhanced.

Head Start 0 to 5 management submitted a request for authorization for the FY 2022 Head Start 0 to 5 Continuation/Refunding Application – Year 1, to the CWPC and Fresno EOC Board of Commissioner's Chairperson, to which they both authorized to apply October 1, 2021, respectively.

This budget was submitted to HHS as part of the FY 2022 Head Start 0 to 5 Continuation/Refunding Application package. The deadline for submission to HHS was October 2, 2021. Notification for grant award will be prior to December 31, 2021.

HEAD START 0 TO 5
CONTINUATION/REFUNDING
APPLICATION – YEAR ONE
(Cont.)

The Head Start 0 to 5 Refunding Grant Application for FY 2022 (Year 1 of the funding cycle) includes budget components:

- | | |
|--|--------------|
| 1. Basic Head Start Budget (G094122) | \$33,969,720 |
| 2. Basic Early Head Start Budget (G094122) | \$ 7,490,163 |
| 3. Head Start Training and Technical Assistance Budget (G094120) | \$ 323,826 |
| 4. Early Head Start Training and Technical Assistance Budget (G094121) | \$ 173,371 |

The Head Start 0 to 5 Basic and Training and Technical Assistance budgets have a fiscal impact of close to \$42 million dollars which constitutes approximately 50% of Fresno EOC’s budget and funds over 50% of the agency’s employees.

Motion to approve the Head Start 0 to 5 Continuation/Refunding Application for 2022– Year One was made by Anna Fernandez and seconded by Fawnda Cole. Motion carried.

HEAD START 0 TO 5 ANNUAL
REPORT 2020-2021

Rosa M. Pineda, Head Start Director, informed Representative of the Head Start 0 to 5 Annual Report 2020-2021. This information was sent to Representatives prior to tonight’s meeting.

Each year an Annual Report is prepared with data from the previous program year. The report is mandated by the Head Start Act as amended December 12, 2007 and the Head Start Program Performance Standards, 45 CFR Chapter XIII, September 2016. The report contains program overview and information regarding: funding, budgetary expenditures, accountability, quality assurance, external review, medical and dental service measures, family engagement activities, school readiness and program governance. The Annual Report is part of the Year 1 Refunding Application that was submitted to Region IX Head Start on October 1, 2021.

The Head Start 0 to 5 Annual Report was presented to the Fresno EOC Board on October 27, 2021 for approval.

Motion to approve the Head Start 0 to 5 Annual Report 2021-2022 was made by Fawnda Cole and seconded by Jazmin Soto. Motion carried.

HEAD START 0 TO 5
PROGRAM OPTIONS FOR
2021-2022 PROGRAM YEAR

Rosa M. Pineda, Head Start Director, informed Representatives of the Head Start 0 to 5 Program Options for 2021-2022 Program Year. This information was sent to Representatives prior to tonight’s meeting.

Per the Head Start Program Performance Standards (HSPPS) 1302.20(a)(1), a program must choose one or more of the following program options: Center-based, Home-based, family child care or an approved locally-designed variation as described in §1302.24. The program option(s) chosen must meet the needs of children and families based on the community assessment described in §1302.11(b).

Ms. Pineda shared each year Early Head Start/Head Start reviews the Program Options (Center Base and Home Base) based on the parents’ needs, analysis of the Community Assessment data, recruitment outcomes, and dropout reasons, current Program Options are evaluated and recommendations for changes are made, if necessary.

There are five Program Options for the Head Start 0 to 5 program for the 2021-2022 program year:

Program Options	Number of Slots
Head Start Center Base	1,192
Head Start Home Base	120
Early Head Start Center Base	344
Early Head Start Home Base	82
Family Child Care Homes	52
Total Enrollment:	2,590

Motion to approve the Head Start 0 to 5 Program Options for the 2021-2022 Program Year was made by Anyssa De La Cruz and seconded by Naomi Jackson. Motion carried.

FRESNO EOC EARLY HEAD START/HEAD START CHILD GUIDANCE AND BEHAVIOR POLICY

Marie Sani, Health Services Director, informed Representative of the Fresno EOC Early Head Start/Head Start Child Guidance and Behavior Policy. This information was sent to Representatives prior to tonight's meeting.

Per the Head Start Program Performance Standards 1302.45(a), to support a program-wide culture that promotes children's mental health, social and emotional well-being, and overall health, a program must:

- (1) Provide supports for effective classroom management and positive learning environments; supportive teacher practices' and strategies for supporting children with challenging behaviors and other social, emotional and mental health concern;
- (2) Secure mental health consultation services on a schedule of sufficient and consistent frequency to ensure a mental health consultant is available to partner with staff and families in a timely and effective manner;
- (3) Obtain parental consent for mental health consultation services at enrollment; and
- (4) Build community partnerships to facilitate access to additional mental health resources and services, as needed.

On August 24, 2021, the Health Services Advisory Committee reviewed and revised the Fresno EOC Early Head Start/Head Start Child Guidance and Behavior Policy to ensure that best practices and strategies are utilized with ongoing training and coaching.

Motion to approve the Fresno EOC Early Head Start/Head Start Child Guidance and Behavior Policy was made by Fawnda Cole and seconded by Ovelia Viramontez. Motion carried.

PERSONNEL COMMITTEE REPORT

Ashleigh Rocker Greene, CWPC Chairperson, informed Representatives of the Personnel Committee Report, which is presented monthly to CWPC. This information was sent to Representatives prior to tonight's meeting.

Mr. Rocker Greene reported the hiring/separation/job descriptions, personnel actions of Early Head Start and Head Start staff, as well as eligibility lists created for November 2, 2021 and December 7, 2021.

EARLY HEAD START/ HEAD START MONTHLY PROGRAM UPDATE REPORT (PUR) FOR THE MONTH OF SEPTEMBER 2021 AND OCTOBER 2021

Rosa M. Pineda, Head Start Director, informed Representatives of the Early Head Start/Head Start Monthly Program Update Report (PUR) for the month of September 2021 and October 2021. This information was sent to Representatives prior to tonight's meeting.

As mandated by the Office of Head Start, all Early Head Start and Head Start Programs are to comply with a Monthly Program Information Report to the CWPC.

The monthly report covers the following areas: Program Information Summary, Communication and Guidance from the HHS Secretary, Wait List Totals, and Meals/Snacks Totals for Children, for the Early Head Start and Head Start program.

ANNOUNCEMENTS

Senovia Linda Murillo, CWPC Secretary, made the following Announcements:

- A. December 16, 2021 – Last Day of Classes for Center Base (3.5 and 6 hour class) and Home Base due to Winter Break
- B. December 17, 2021 – Last Day of classes for CSPP Part-Day (7.5 hour class) due to Winter Break
- C. December 23, 2021 to December 24, 2021 – CSPP (11 hour classes) Closed
- D. December 24, 2021 – December 31, 2021 – Head Start 0 to 5 Offices Closed for Winter Break
- E. December 30, 2021 to December 31, 2021 – CSPP (11 hour classes) Closed
- F. January 4, 2022 – CSPP (11 hour classes) resume and Head Start 0 to 5 Offices Reopen
- G. January 10, 2022 – Center Base Classes (3.5, 6.0 and CSPP 7.5 hour class) resume for Center Base and Home Base

ADJOURNMENT

There being no further business to discuss, motion to adjourn meeting was made by Rebecca Ramos and seconded by Naomi Jackson. Motion carried.

The meeting adjourned at 8:11 p.m.

Submitted By:

Esther Lepe
Recording Secretary