



COUNTY-WIDE POLICY COUNCIL

Tuesday, November 1, 2022

6:00 P.M.

FRANKLIN HEAD START

1189 Martin Street

Fresno, CA 93706

(559) 233-0882

AGENDA

| | <u>Presenter</u> | <u>Motion</u> | <u>Page</u> |
|---|---|---------------|-------------|
| I. CALL TO ORDER | Stephanie Salazar | | |
| II. ROLL CALL | Denisse De Dios | | 6-7 |
| III. APPROVAL OF MINUTES | Stephanie Salazar | Approval | 8-19 |
| IV. COMMUNITY REPRESENTATIVE REPORTS | Stephanie Salazar | Information | |
| V. FRESNO EOC COMMISSIONERS REPORT FOR THE MONTH OF AUGUST 2022 | Zina Brown-Jenkins | Approval | 20 |
| VI. MONTHLY FINANCIAL STATUS REPORTS FOR THE MONTH OF AUGUST 2022 | Juanita Macias Arias | Approval | 21-28 |
| VII. ACTION ITEMS | | | |
| A. Average Daily Attendance (ADA) Reports For the month of September 2022 for Early Head Start and Head Start | Destiny Serrato/ Maria Yolanda Padilla | Approval | 29-36 |
| B. Community Representative Recommendations For the 2022-2023 Program Year | Olga Jalomo-Ramirez | Approval | 37-38 |
| C. Early Head Start/Head Start Program School Readiness Goals 2022-2023 Draft | Guadalupe Zuniga/ Helen Uyeda | Approval | 39-56 |
| D. Fiscal Year 2023 Head Start 0 to 5 Continuation/ Refunding Application – Year 2 | Rosa M. Pineda/ Nidia Davis | Approval | 57-60 |
| E. Fresno EOC Head Start 0 to 5 Child Guidance and Behavior Policy | Marie Sani/ Guadalupe Zuniga | Approval | 61-63 |
| VIII. INFORMATIONAL ITEMS | | | |
| A. Head Start 0 to 5 COVID-19 Updates | Marie Sani | Information | 64 |
| B. Personnel Committee Report | Fawnda Cole | Information | 65-66 |
| C. Head Start 0 to 5 September 2022 Monthly Program Update Report (PUR) | Rosa M. Pineda/ Nidia Davis | Information | 67-69 |
| IX. ANNOUNCEMENTS | | | |
| A. November 2022 – Food Distribution | Leticia Villasenor | | |
| B. November 11, 2022 – Veteran’s Day Holiday – No School | | | |
| C. November 16-17, 2022 – Tri-Annual Self-Assessment | | | |
| D. November 24 - 25, 2022 – Thanksgiving Break – Head Start 0 to 5 – No School | | | |
| X. ADJOURNMENT | Stephanie Salazar | | |



**COUNTY-WIDE POLICY COUNCIL (CWPC)
MINUTES
OCTOBER 04, 2022**

CALL TO ORDER

The meeting was called to order at 6:23 p.m. by Ashleigh Rocker-Greene, CWPC Chairperson, at Franklin Head Start Auditorium.

Rosa M. Pineda, Head Start Director, welcomed everyone to the CWPC meeting, she shared she is excited and thankful for everyone that showed up representing their center. This is our first in-person meeting since the pandemic.

Rosa M. Pineda continued with the meeting and began introducing all the Head Start 0 to 5 Managers, Coordinators, Family Services Specialists (FSS), Family Engagement/Volunteer Services staff, Nutrition Services staff, Jack Lazzarini, Chief Programs Officer, Nidia Davis, Program Support Director and Christina Quiros, Secretary I.

At this point Ashleigh Rocker-Greene, CWPC Chairperson asked for everyone to silence their cellphones. Ms. Rocker-Greene informed the Representatives there is a Local Parent Meeting (LPM) CWPC Representative Report that she asked Parents to fill out and present at their Local Parent Meetings. Ms. Rocker-Greene also asked parents to fill out the childcare & Mileage Reimbursement Form.

ROLL CALL

Roll Call was called by Senovia Murillo, Secretary. The following Representatives were present: Ashleigh Rocker-Greene, Juanita Macias Arias, Anna Fernandez (via phone call), Alma Martinez-Guillen, Laura Barnes, Jesus Sanchez, Leticia Villasenor, Stephanie Salazar, Destiny Serrato, Fawnda Cole, Elena Hernandez, Cesia Munoz, Amber Daniels (via phone call), Maria Yolanda Padilla, Jesus Gutierrez, Laura Castillo, Stephanny Vasquez, Salina Buckley (via phone call), Maria Alvarado, Maria Rolon (via phone call), Veronica Canchola, Mariana Mena, Yasmin Duarte Garcia, Dulce Leyva (via phone call), Rebecca Ramos (via phone call), Ana Gastelum (via phone call), Senovia Murillo, Martha Salas, Juzan Mejia, Clarissa Varela, Rodney Bago, Angela Diaz, Claudia Moreno, Christina Marquez, Natasha Chalk, Denisse De Dios, Yoselin Cruz Maya, Silvia Ramirez Montes, Jeorgina Padilla, Annette Thornton, Jimi Rodgers, Itzi Robles and Zina Brown-Jenkins. A quorum was present.

**APPROVAL OF
PREVIOUS CWPC
MINUTES**

Ashleigh Rocker-Greene, CWPC Chairperson, informed Representatives of the September 6, 2022 CWPC Minutes. This information was sent to Representatives prior to tonight's meeting.

Motion to approve the September 6, 2022 CWPC Minutes as written and read was made by Juzan Mejia and seconded by Alma Martinez. Motion carried.

**COMMUNITY
REPRESENTATIVE
REPORTS**

Ashleigh Rocker-Greene, CWPC Chairperson, welcomed the Community Representatives to tonight's meeting.

Jeorgina Padilla, Central Valley Regional Center (CVRC)

- There is no report but she will be the new Representative

Annette Thornton, Women Infants & Children (WIC) Representative shared few updates.

- Update for the fruits and vegetables increase, the value was extended until December 16, 2022.
- Formula Shortage Crisis was expanded until November 30, 2022, for available sizes and brands please visit www.myfamily.wic.ca.gov, after November 30, 2022 they will move on to their contracted formulas.
- Provided WIC brochures and pens for anyone interested.

Ms. Rocker-Greene, thanked the Community Representative for their reports.

FRESNO EOC
COMMISSIONERS'
REPORT

Zina Brown-Jenkins, Fresno EOC Commissioner, informed the Representatives she has been re-nominated to continue being the Fresno EOC Board Liaison.

At this time, Ms. Brown-Jenkins has no items to report as the Fresno EOC Board of Commissioners meeting took place on August 24, 2022 and approval of the meeting minutes are still pending until the EOC Board's Commissioner meeting in October 2022.

FINANCIAL STATUS
REPORT FOR THE
MONTH OF JULY 2022

Angela Diaz, CWPC Treasurer, informed Representatives of the Monthly Financial Status Report for Early Head Start (EHS) and Head Start (HS) programs for the month of July 2022. These reports were sent to Representatives prior to tonight's meeting.

Ms. Diaz reported that the Monthly Financial Status Reports show all expenditures for the entire Early Head Start and Head Start programs for the month of July 2022 and year-to-date. The report includes Basic and Training & Technical Assistance budget and credit card expenses as required by the Head Start Act of December 12, 2007, section 642 Powers and Functions of Head Start Agencies (d) Program Governance Administration, (2) Conduct of Responsibilities, (A) through (1) and (3) Training and Technical Assistance.

Motion to approve the Monthly Financial Status Reports for July 31, 2022 for Early Head Start and Head Start was made by Fawnda Cole and seconded by Juzan Mejia. Motion carried.

AVERAGE DAILY
ATTENDANCE (ADA)
REPORTS FOR THE
MONTH OF
AUGUST 2022

Fawnda Cole, CWPC Vice-Chairperson, informed Representatives of the Average Daily Attendance (ADA) Report for the month of August 2022 for Head Start and Early 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 Head Start monthly ADA for August 2022 was 81.84% for Center Base. Head Start Home Base is now tracking number of home visits and the completed home visits for Home Base was 205. Total Head Start enrollment for August 2022 is 1,173. First day of school took place August 15, 2022, whereas CSPP Full-Day/Full-Year classes have been in operation since July 1, 2022.

Early Head Start's monthly ADA for August 2022 for Center Base was 81.44%. Early Head Start Home Base is also tracking the number of Home Visits and in August they completed 492 Home Visits. Total enrollment for Early Head Start for the month of August 2022 was 215. ERSEA and EHS Personnel continue to collaborate and partner with local agencies that provide services to pregnant teens, mothers, and/or prenatal care services to inform them about EHS services. We participated in two virtual community outreach events with WIC and attended four community events.

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 Head Start Center Base and Early Head Start Center Base for August 2022 was made by Juzan Mejia and seconded by Clarissa Varela. Motion carried.

HEAD START 0 TO 5
ANNUAL REPORT
2021-2022

Rosa M. Pineda, informed Representatives each year this report is prepared with data from the previous program year. This report is mandated by the Head Start Act, and Head Start Program Performance Standards (HSPPS), the report contains program overview and information regarding: funding, budgetary expenditures, accountability, quality assurance, external review, medical and dental services measures, family engagement activities, school readiness and program governance. The Annual Report is part of the Year 2 Refunding Application that was submitted to Region IX Head Start on October 1, 2022.

CWPC ELECTIONS FOR
2022-2023 PROGRAM
YEAR/INSTALLATION
OF NEW OFFICERS

Tashon Smallwood, Family Engagement/Volunteer Services Coordinator, informed Representatives of the CWPC Elections for 2022-2023 Program Year and Installation of New Officers.

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.

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 two (2) appointed Early Head Start Representative one (1) for Home Base and one (1) Center Base. 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 Seven (7) 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 2022 to October 2023. Representative cannot serve more than a three (3) year term (any 3 years combined) in accordance with HSPPS.

This information was sent to Representatives prior to tonight's meeting.

Mr. Smallwood explained that voting will be conducted by counting ballots for each position.

Nominations were opened for **Chairperson**. The following persons were nominated: Stephanie Salazar and Fawnda Cole

As there were no further nominations, voting was conducted by counting ballots.

Stephanie Salazar (EHS Child Development Center (CDC) Center Base Representative) was elected Chairperson.

Nominations were opened for **Vice-Chairperson**. The following person was nominated: Fawnda Cole

As there were no further nomination, voting was not conducted due to there being only one nomination.

Fawnda Cole (EHS Fowler/Selma Home Base Representative) was elected Vice-Chairperson.

Nominations were opened for **Secretary**. The following person was nominated: Denise de Dios

As there were no further nominations, voting was not conducted due to there being only one nomination.

Denise De Dios (Fresno Unified School District (FUSD) Calwa Center Base Representative) was elected Secretary.

Nominations were opened for **Treasurer**. The following persons were nominated: Juanita Macias and Laura Castillo

As there were no further nominations, voting was conducted by counting ballots.

Juanita Macias (Area II Center Base Representative) was elected Treasurer.

Nominations were opened for **Sergeant-At-Arms**. The following persons were nominated: Clarissa Varela, Alma Martinez

As there were no further nominations, voting was conducted by counting ballots.

Alma Martinez (Caruthers Center Base Representative) was elected Sergeant-At-Arms.

Nominations were opened for **Historian**. The following persons were nominated: Leticia Villasenor, Clarissa Varela and Natasha Chalk.

As there were no further nominations, voting was conducted by counting ballots.

Leticia Villasenor (Dakota Circle Center Base Representative) was elected Historian.

Nominations were opened for **EHS Center Base Representative**. The following person was nominated: Destiny Serrato.

As there were no further nominations, voting was not conducted due to there being only one nomination.

Destiny Serrato (EHS Jane Addams Center Base Representative) was elected EHS Center Base Representative.

Nominations were opened for **EHS Home Base Representative**. The following person was nominated: Maria Yolanda Padilla

As there were no further nominations, voting was not conducted due to there being only one nomination.

Maria Yolanda Padilla (EHS Sanger/Reedley Home Base Representative) was elected EHS Home Base Representative.

At this time, Rosa M. Pineda, administered the Oath of Office to the newly elected CWPC Executive Board officers:

| | |
|-----------------------|----------------------------|
| Stephanie Salazar | CWPC Chairperson |
| Fawnda Cole | CWPC Vice-Chairperson |
| Denise De Dios | CWPC Secretary |
| Juanita Macias | CWPC Treasurer |
| Alma Martinez | CWPC Sergeant-At-Arms |
| Leticia Villaseñor | CWPC Historian |
| Destiny Serrato | CWPC EHS CB Representative |
| Maria Yolanda Padilla | CWPC EHS HB Representative |

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

Motion to approve tonight's elections for CWPC Chairperson, CWPC Vice-Chairperson, CWPC Secretary, CWPC Treasurer, CWPC Sergeant-At-Arms, CWPC Historian, CWPC EHS CB Representative, and CWPC EHS HB Representative was made by Clarissa Varela and seconded by Laura Castillo. Motion carried.

**HEAD START 0 TO 5
COVID-19 UPDATES**

Marie Sani, Health Services Manager, informed Representatives at tonight's meeting of the Head Start 0 to 5 COVID-19 Updates. This information was sent to Representatives prior to tonight's meeting.

At this time, 94% of Head Start 0 to 5 staff have been fully immunized. Fresno County currently has 17.9 new positive cases per 100,000 down from 35. All classes and program options resumed in person services February 22, 2022. Our county now has medium COVID rates.

In addition, we continue to collaborate with Fresno County Public Health Department (FCPHD) Daycare/ Preschool regulations to keep current in our isolation, quarantine, and masking procedures/practices. This includes reporting any positive COVID cases in Head Start 0 to 5 to the PHD through computerized system called SPOT.

Until case numbers drop and more children are vaccinated, children with COVID symptoms will be sent home a minimum of 5 days until symptoms resolve or the child has a negative PCR test taken on day 5. For positive COVID results, positive children will need to be out 10 days per the Public

Health Department and Child Care Licensing Regulations. We continue to do masking and using precautions following our Head Start Program Performance Standards.

The FDA approved the COVID vaccine for children 0 to 5. The vaccine is available at many clinics. The vaccines are safe and effective. The FCPHD has 4 pages of clinics that give vaccines to children 6 months to 5 years. Children who are fully vaccinated and not symptomatic will not have to quarantine if they have been exposed to COVID at school.

PERSONNEL
COMMITTEE REPORT

Fawnda Cole, CWPC Vice-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.

Ms. Cole reported on the Hiring/Personnel Action Positions, Resignations/Separations, Promotions/Status Change and Job Description for Positions of Early Head Start and Head Start staff, as well as Eligibility Lists created for October 4, 2022.

HEAD START SCHOOL
READINESS 3RD
AGGREGATION

Tamar Grigsby, Education Services Manager, informed Representatives of the County-Wide Policy Council apprised of program activities, with regards to the Head Start School Readiness 3rd Aggregation.

Per Head Start Program Performance Standard 1302.33(b)(1) a program must conduct standardized structured assessments, which may be observation-based or direct, for each child that provide ongoing information to evaluate the child's development level and progress in outcomes aligned to the goals described in the Head Start Early Learning Child Outcomes Framework: Ages Birth to Five. Such assessments must result in usable information to teachers, Child Development Specialist, and parents and be conducted with sufficient frequency to allow for individualization within the program year.

Ongoing child assessments occurs in Head Start 0 to 5 with all enrolled children in order to determine how children are progressing and where support may be needed. Fresno EOC Head Start 0 to 5 collects and analyzes child assessments data three times per year. The Data aggregation periods are Fall, Winter and Spring.

For each data aggregation period, data is collected and sent to Child Care Results Analytics to be analyzed. Child Care Results Analytics provides reports: program wide reports, site and classroom reports and individual child reports. The reports assist the program in planning and supporting positive child outcomes. Teacher and Family Development Specialists also utilize the data to plan and implement according to each child's strengths and needs.

Guadalupe Zuniga, Head Start 0 to 5 Home Base Manager, shared the detailed results of the Spring Assessments for Home Base children ages 0 to 5 using the Infant Toddler Assessment Report. Ms. Zuniga explained to the parents how to read the domains and percentages.

Helen Uyeda, Education Services Manager, shared the detailed results of the Spring Assessments for preschool children ages 3 to 4, and the domains on how to read the percentages. Ms. Uyeda shared with parents if they would like their child's individual progress to please reach out to their child's teacher.

TRI-ANNUAL SELF-
ASSESSMENT
NOVEMBER 16, 2022
THROUGH NOVEMBER
17, 2022

Veronica Galvan, Quality Assurance Manager, informed the Representatives of the Tri-Annual Self-Assessment that will be from November 16, 2022 through November 17, 2022. This information was sent to the Representatives prior to tonight's meeting.

Head Start 0 to 5 must conduct a self-assessment which uses program data including aggregated child assessment data, and professional development and parent and family engagement data as appropriate. To evaluate the program's progress towards meeting goals established under paragraph (a) of this section, compliance with program performance standards throughout the program year, and the effectiveness of the professional development and family engagement systems in promoting school readiness; communicate and collaborate with the governing body, policy council, program staff, and parents of enrolled children when conducting the annual self-assessment. The findings of self-assessment will be submitted to the responsible HHS Official.

At this time we would like to invite Head Start 0 to 5 parents, staff and Commissioner's to participate and attend the Self-Assessment Review that will take place November 16 & 17, 2022.

EARLY HEAD START/
HEAD START
MONTHLY PROGRAM
UPDATE REPORT
(PUR) FOR THE
MONTH OF
AUGUST 2022

Rosa M. Pineda, Head Start Director, informed Representatives of the Early Head Start/Head Start Monthly Program Update Report (PUR) for the month of August 2022. 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

Ashleigh Rocker-Greene, CWPC Chairperson made the following Announcement:

- A. October 2022 – Food Distribution
- B. October 10, 2022 – Indigenous People's Day Holiday (No school)
- C. October 27, 2022 (Thursday) – County-Wide Policy Council Program Governance Training
- D. November 1, 2022 – CWPC Meeting at Franklin Head Start at 6:00 p.m.

ADJOURNMENT

There being no further business to discuss, motion to adjourn meeting was made by Mariana Mena and seconded by Alma Martinez. Motion carried.

The meeting adjourned at 8:23 p.m.

Submitted By:

Christina Quiros
Secretary I