



COUNTY-WIDE POLICY COUNCIL

Tuesday, April 9, 2024

5:30 P.M. – Dinner

6:00 P.M. – Meeting

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	Fawnda Cole		
II.	ROLL CALL	Aldo Alvarado Rebolledo		6-7
III.	APPROVAL OF MINUTES	Fawnda Cole	Approval	8-15
IV.	FRESNO EOC PROGRAM REPORT – HOUSING & SHELTER	Misty Gattie-Blanco	Information	16-18
V.	COMMUNITY REPRESENTATIVE REPORTS FOR APRIL 2024	Community Reps	Information	19-20
VI.	FRESNO EOC COMMISSIONERS REPORT FOR JANUARY 2024	Zina Brown-Jenkins	Approval	21-29
VII.	MONTHLY FINANCIAL STATUS REPORTS FOR FEBRUARY 2024	Stephanny Vazquez	Approval	30-36
VIII.	IN-KIND MONTHLY STATUS REPORT FOR FEBRUARY 2024	Jennifer Tillman	Information	37-40
IX.	ACTION ITEMS			
	A. Average Daily Attendance (ADA) Reports For February 2024	Cynthia Espindola/ Silvano Rebolledo	Approval	41-50
	B. Head Start 0 to 5 Program Update Report (PUR) For February 2024	Rosa M. Pineda	Approval	51-53
	C. Head Start 0 to 5 County-Wide Policy Council By-laws	Olga Jalomo-Ramirez	Approval	54-63
	D. COVID-19 Mitigation Policy Revision	Marie Sani	Approval	64-69
X.	INFORMATIONAL ITEMS			
	A. Full Enrollment Initiative Updates	Olga Jalomo-Ramirez	Information	70-75
	B. Personnel Committee Report for March 2024	Latrice Turton	Information	76-79
	C. Self-Assessment Data Review Week May 13, 15 and 17, 2024 Invitation to Participate in Self-Assessment	Veronica Galvan	Information	80-81
	D. Head Start School Readiness Goals Outcome 2023-2024	Ralph Carrillo/Lao Cha/ Guadalupe Zuniga	Information	82-93
XI.	ANNOUNCEMENTS	Priscilla Thompson	Information	
	A. April 20, 2024 – Annual Father Conference			
	B. May 3, 2024 – Volunteer Luncheon			
	C. May 7, 2024 – County-Wide Policy Council Meeting			
XII.	ADJOURNMENT	Fawnda Cole	Approval	



**COUNTY-WIDE POLICY COUNCIL (CWPC)
MINUTES
MARCH 5, 2024**

CALL TO ORDER	The meeting was called to order at 6:00 p.m. by Fawnda Cole, CWPC Chairperson.
ROLL CALL	Roll Call was called by Fawnda Cole, CWPC Chairperson. The following Representatives were present: September Smith, Betsaida Ledesma, Viridiana Estrada , Ziltaly Alvarez, Jalyssa McGill Jenkins, Erica Silva, Cynthia Espindola, Antonio Basilio, Jonathan Cole, Silvano Rebolledo, Sabrina Ponce Vega, Alma Martinez Guillen, Jasmine Arreola, Maria Rolon, Joshua Barkley, Mariana Mena, Claudia Rangel, Isamur Miranda, Rom Yoeun, Juliana Perez, Esmeralda Trejo, Clarissa Varela, Celia Ochoa, Denise Rangel, Fawnda Cole, Ma Mendoza Estrada, Graciela Reyes Mendoza, Aldo Alvarado Robledo, Destiny Campos, Natasha Chalk, Priscilla Thompson, Jessica Castillo, Karina Padilla, True Moua, Annette Thornton, Jimi Rodgers and Zina-Brown Jenkins. A quorum was present.
APPROVAL OF PREVIOUS CWPC MINUTES	Fawnda Cole, CWPC Chairperson, informed Representatives of the February 6, 2024 CWPC Minutes. This information was sent to Representatives prior to tonight’s meeting. <u>Motion</u> to approve the February 6, 2024 CWPC Minutes as written and read was made by Clarissa Varela and seconded by Joshua Barkley. Motion carried.
FRESNO EOC PROGRAM REPORT – ADOLESCENT FAMILY LIFE PROGRAM (AFLP)	David Beale, Program Manager for Adolescent Family Life Program (AFLP), stated his department works with pregnant and parenting youth under 21 years old. The program assists eligible mothers, fathers, and same-sex couples. There are multiple Case Managers who can deliver services in Spanish and English. Case Managers meet families in desired locations such as schools, parks, or anywhere sufficient to meet their needs. AFLP provides families with resources such as parenting information, diapers and wipes, car seats, strollers, and safety kits. Case Managers assist parenting youth with health referrals for both them and their child. They also assist with obtaining work or furthering their education. If the CWPC knows of any youth in need of assistance they may contact 559-263-1097.
COMMUNITY REPRESENTATIVE REPORTS FOR MARCH 2024	No reports at this time.
FRESNO EOC COMMISSIONERS’ REPORT FOR THE MONTH OF JANUARY 2024	No reports at this time.
MONTHLY FINANCIAL STATUS REPORTS (FSR) FOR THE MONTH OF JANUARY 2024	Jalyssa McGill Jenkins, CWPC Vice-Chairperson, stated staff recommends review and acceptance from CWPC for Monthly Financial Status Reports for January 2024. This funding supports personnel and operating expenses totaling \$46,498,041 (\$37,620,149 – Head Start; \$8,380,694 – Early Head Start). Non-Federal Share match \$10,825,424 (\$8,686,908 – Head Start; \$2,138,516 – Early Head Start) for the 2024 Fiscal Year. <u>Motion</u> to approve the Monthly Financial Status Reports (FSR) for the Month of January 2024 was made by Betsaida Ledesma and seconded by Joshua Barkley. Motion carried.
IN-KIND MONTHLY STATUS REPORT FOR THE MONTH OF JANUARY 2024	Jennifer Tillman, Finance Manager, stated the Monthly In-Kind Report for the month of January 2024 consists of \$371,191 (Head Start) which is accumulated by classroom and non-classroom volunteer services, consultants, goods, foster grandparents, PACT Time, and space. Early Head Start’s In-Kind Status Report for the month of January 2024 is \$122,566 which is accumulated by home activities, literacy/growing readers and classroom/non-classroom volunteer services.

The Fiscal Impact for Head Start and Early Head Start for January 2024 is \$493,756 (\$371,191 – HS; \$122,566 – EHS). This result in not meeting our monthly projected amount of \$902,119 with a shortage of \$408,363.

In conclusion, failing to reach our In-Kind goal of \$10,825,424 annually for the 2024 fiscal year, may affect funding. However, we have the ability to request a non-federal share waiver for the unmatched funds.

Jimi Rodgers, Fresno EOC Commissioner, stated although this is February going into March, it is very important that CWPC and staff begin speaking about the different ways in which parents can reach their In-Kind goal now. Sites should be held accountable, especially those who did not reach their In-Kind goal this school year.

Floro Trujillo, Family Engagement/Volunteer Services Coordinator, stated he will be creating spreadsheets by sites and per class to distribute for review.

AVERAGE DAILY ATTENDANCE (ADA) REPORTS FOR THE MONTH OF JANUAR 2024

Cynthia Espindola, CWPC Representative, informed Representatives of the Average Daily Attendance (ADA) Reports for the month of January 2024 for Head Start and Early Head Start. Head Start’s monthly ADA for January 2024 for Center Base was 82.15%. Total number of Head Start Home Base Visits completed were 437. Early Head Start’s monthly ADA for January 2024 for Center Base was 76.40%. Total number of Early Head Start Home Visits completed were 932.

Motion to approve the ADA Reports for the month of January 2024 for Head Start and Early Head Start was made by Joshua Barkley and seconded by Juliana Perez. Motion carried.

HEAD START 0 TO 5 PROGRAM UPDATE REPORT (PUR) FOR THE MONTH OF JANUARY 2024

Rosa M. Pineda, Head Start Director, stated the PUR is a document written to provide monthly program updates to the Board and CWPC. Ms. Pineda stated on January 29, 2024, we received official notification of the award letter for Fiscal Year 2024-2025. General Child Care and Development Program Expansion Funds are for Early Head Start. The Amor center for Early Head Start will soon be opened for two classrooms, totaling 16 children. The program also continues to recruit children and staff.

Ms. Pineda stated she recently received notification that the Locally Designed Option (LDO) was approved for more 3-year-olds to be placed into classrooms. Qualified classes will be filled soon.

Motion to approve the Head Start 0 to 5 PUR For the Month of January 2024 was made by Betsaida Ledesma and seconded by Clarissa Varela. Motion carried.

HEAD START 0 TO 5 RECRUITMENT AND ENROLLMENT POLICY

Olga Jalomo-Ramirez, Family/Community Services Manager, stated staff met with the Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA) committee to review the Recruitment and Enrollment policy for suggested changes. After several meetings the following information was revised: some of the job titles listed as Special Education staff was changed to Inclusion staff, the recruitment month was updated from February to March, Head Start Program Performance Standards were sited, and changes were made to the target areas. Previously, if families were in the boundary of a particular site, their child would receive priority over children outside of the boundary. Boundaries have been opened, providing children within Fresno County the same priority as children within the site area. The only criteria is if a child outside of the boundary needs bus transportation, children who live in that area would have first choice.

Lastly, all the COVID 19 requirements were removed from the policy. The ERSEA committee approved the changes. If approved tonight, the policy will be taken to the Board for final approval in March.

Motion to approve the Head Start 0 to 5 Recruitment and Enrollment Policy was made by Mariana Mena and seconded by Alma Martinez Guillen. Motion carried.

FULL ENROLLMENT INITIATIVE UPDATES

Olga Jalomo-Ramirez, Family/Community Services Manager, stated the following data reflects our recruitment efforts for the program term 2023-2024 for Head Start 0 to 5 program. We have a total funded enrollment of 1992 in Head Start Center Base, 94 in Early Head Start Center Base, and 120 in Head Start Home Base. Head Start Center Base has 1463 children enrolled and Head Start Home Base has 80 children enrolled. Early Head Start Center Base has 44 children enrolled and Early Head Start Home Base has 325 children enrolled. This gives us a total of 1912 children

enrolled in Head Start 0 to 5. Numbers will increase due to the LDO approval, more 3-year-old children will be enrolled into classrooms.

Family/Community Services staff and the ERSEA Team continue to identify age eligible siblings of Head Start 0 to 5 children and reaching out to Community Partners to let them know we are actively recruiting children.

PERSONNEL COMMITTEE
REPORT FOR FEBRUARY
2024

Fawnda Cole, CWPC Chairperson, stated the Personnel Committee report consists of a list of: Hiring/Personnel Action Positions, Resignations/Separations, Promotion/Status Change, and Job Descriptions for Positions for the month. All promotions, transfers, separations, and new hires are to be presented to the CWPC monthly, as an informational item.

FY 2023 HEAD START PACT
TIME AND EARLY HEAD
START GROWING READERS
REPORT

Ralph Carrillo, Interim ECE Coordinator, stated per HSPPS the program must promote school readiness of low-income children by enhancing their cognitive, social, and emotional development through parent and family engagement in education and child development, including parent activities to promote child learning and development.

Parent And Child Together (PACT) Time supports family literacy, learning in the home, and school readiness. Growing readers was created to provide parents with activities to work with their children at home. Parents are encouraged to read to their child daily.

PACT Time and Growing Readers contribute to our In-Kind Contributions to meet our goal of \$10,825,425 Non-Federal Share Match. Mr. Carrillo encouraged the CWPC to turn in their forms on a regular basis so that they may be turned into finance.

Jimi Rodgers, Fresno EOC Commissioner, asked if the CWPC would be reviewing this report every month.

Mr. Carrillo stated it will be shared with each Center/Teacher Director every month.

Ms. Rodgers requested that it be shared with the CWPC monthly as a whole. Parents would you like to know the full scope of In-Kind, and it is very important to review it in entirety so that the goal may be reached.

ANNOUNCEMENTS

Fawnda Cole, CWPC Chairperson, made the following Announcements:

- A. Clean Share Mobility Network Presentation – Brittany Smith, Representative, stated Fresno Metro Black has partnered and created a program to offer affordable rideshare. There are four locations in southwest Fresno and one location at the chamber in downtown Fresno. There are fourteen vehicles for participants to utilize at \$4 per hour or \$35 per day. Participants may download the EV-Werx app on their phone or access the website to complete orientation. Every Wednesday and 3rd Thursday of the month orientation is provided for Spanish speakers. Cars may be rented for up to 24 hours. All cars are electric. Bikes will be placed downtown, and participants may take the bikes anywhere throughout Fresno. Cars may be taken out of town; however, they must be returned within 24 hours. About 260 miles and can get a little further, 220 if drive fast. Cars are very affordable, \$4 per hour, and participants only must be 21 years old to rent, as opposed to 25 years old at rental car lots.
- B. March 25, 2024 – April 1, 2024 – Spring Break – Classes closed for Head Start and CSPP Part Day – CSPP Full Day Operate Regular Day
- C. March 29, 2024 – Cesar Chavez Day Holiday
- D. April 9, 2024 – Next County-Wide Policy Council Meeting at 5:30 p.m.

ADJOURNMENT

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

The meeting adjourned at 7:01 p.m.

Submitted By:

Brionna Warren
Secretary I

(CWPC MINUTES MARCH 5 2024 FINAL) bw 3/18/24 ~ CWPC (2023-2024 (CWPC MINUTES) ~