



COUNTY-WIDE POLICY COUNCIL

Tuesday, May 7, 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 – FOOD DISTRIBUTION	Gabriela Romero	Information	16-17
V. COMMUNITY REPRESENTATIVE REPORTS FOR MAY 2024	Community Reps	Information	18-19
VI. FRESNO EOC COMMISSIONERS REPORT FOR MARCH 2024	Zina Brown-Jenkins	Approval	20-26
VII. MONTHLY FINANCIAL STATUS REPORTS FOR MARCH 2024	Stephanny Vazquez	Approval	27-34
VIII. IN-KIND MONTHLY STATUS REPORT FOR MARCH 2024	Jennifer Tillman	Information	35-37
IX. ACTION ITEMS			
A. Average Daily Attendance (ADA) Reports For March 2024	Cynthia Espindola/ Silvano Rebolledo	Approval	38-47
B. Head Start 0 to 5 Change of Scope	Rosa M. Pineda	Approval	48-50
C. Head Start 0 to 5 Program Update Report (PUR) For March 2024	Rosa M. Pineda	Approval	51-53
X. INFORMATIONAL ITEMS			
A. Full Enrollment Initiative Updates	Sara Flores	Information	54-56
B. Personnel Committee Report for April 2024	Latrice Turton	Information	57-60
C. CWPC Summer Months Meetings (June, July, August)	Olga Jalomo-Ramirez	Information	61
D. Head Start Center Base and Home Base End-of-Year Activities	Ralph Carrillo/ Guadalupe Zuniga	Information	62-64
E. CWPC Program Governance Questionnaire	Olga Jalomo-Ramirez	Information	65
F. Fresno EOC Strategic Program Process Report – Head Start 0 to 5 Year 1 (2023)	Nidia Davis	Information	66
G. Head Start 0 to 5 Annual of Self-Assessment Decisions	Veronica Galvan	Information	67-75
XI. ANNOUNCEMENTS	Priscilla Thompson	Information	
A. May 24, 2024 – Last Day for Head Start Home Base Socialization			
B. May 27, 2024 – Memorial Day Holiday – Classes closed			
C. Last day of school for Children: 3.5 and 7.5 hours is May 25, 6.0 hours is May 29 and 11 hours is June 28.			
D. June 3, 2024 – Head Start 0 to 5 Summer Recruitment for 2024-2025 Program Year kicks off			
E. June 28, 2024 – Last Day for CSPP Classes (11-Hour Classes)			
XII. ADJOURNMENT	Fawnda Cole	Approval	



**COUNTY-WIDE POLICY COUNCIL (CWPC)
MINUTES
APRIL 9, 2024**

- CALL TO ORDER** The meeting was called to order at 6:01 p.m. by Fawnda Cole, CWPC Chairperson.
- ROLL CALL** Roll Call was called by Fawnda Cole, CWPC Chairperson. The following Representatives were present: Blanca Valladolid, Betsaida Ledesma, Jalyssa McGill Jenkins, Jesus Sanchez, Cynthia Espindola, Jeanette Trejo, Maybelline Aranda, Michelle Taylor, Jonathan Cole, Silvano Rebolledo, Kristin Quintero, Alma Martinez Guillen, Jasmine Arreola, Cristina Olea, Benita Rodriguez, Maria Rolon, Joshua Barkley, Mariana Mena, Joanna Vargas Villasenor, Latrice Turton, Melanie Garcia, Gloria Martinez, Esmeralda Trejo, Clarissa Varela, Angela Diaz, Fawnda Cole, Ma Mendoza Estrada, Graciela Reyes Mendoza, Natasha Chalk, Priscilla Thompson, Maria Hernandez, Karina Padilla, Natisha Goins, Amy Arambula, Jimi Rodgers and Zina Brown-Jenkins.
- APPROVAL OF PREVIOUS CWPC MINUTES** Fawnda Cole, CWPC Chairperson, informed Representatives of the March 5, 2024, CWPC Minutes. This information was sent to Representatives prior to tonight’s meeting.

Motion to approve the March 5, 2024, CWPC Minutes as written and read was made by Clarissa Varela and seconded by Mariana Mena. Motion carried.
- FRESNO EOC PROGRAM REPORT – HOUSING & SHELTER** No reports at this time.
- COMMUNITY REPRESENTATIVE REPORTS FOR APRIL 2024** Karina Padilla, Community Representative for Central Valley Regional Center (CVRC), informed the CWPC of upcoming events in the Mendota area. CVRC-on-Wheels occurs once a month in Mendota at the Amor Resource Center. Representatives help answer questions and accept documents for families interested in their services. It occurs every 3rd Thursday of the month.

On April 18, 2024, CVRC will be hosting Coffee Hour. They will provide refreshments and time for families to speak to Representatives to learn more about the services they provide.

Ms. Cole added that CVRC is partnered with the Magic Merlin Program, in which families may apply for a free trip to Lego Land or Disney Land. Families only need to provide the front page of their child’s IEP report.
- FRESNO EOC COMMISSIONERS’ REPORT FOR THE MONTH OF JANUARY 2024** Zina Brown-Jenkins, Commissioner, stated Board Chair Hayes announced she will not be running to be re-elected for the board chair position. Emilia Reyes, Chief Executive Officer/Secretary, stated Commissioner Charles Garabedian shared interest in the Treasure Office Position. The Commission nominated and approved the following Commission Officer Positions: Board Chair, Oliver Bines & Vice Chair, Robert Pimentel.

Rosa M. Pineda, Head Start Director, provided an overview of the Head Start 0 to 5 monthly. Ms. Pineda announced Andrea Harvey is no longer with the Office of Head Start and Dow-Jane Pei is the new Program Specialist.

The City of Police, Mayor and City Managers held a Press conference at the end of last year to announce the crime rate has drop nearly 50% in Fresno and thanked the Advance Peace for their support and dedication to help reduce gun violence.

Motion to approve the Fresno EOC Commissioners’ Report for the month of January 2024 was made by Graciela Mendoza and seconded by Mariana Mena. Motion carried.
- MONTHLY FINANCIAL STATUS REPORTS (FSR) FOR THE MONTH OF FEBRUARY 2024** Fawnda Cole, CWPC Chairperson, stated staff recommends review and acceptance from CWPC for Monthly Financial Status Reports for February 2024. This funding supports personnel and operating expenses totaling \$46,498,041 (\$37,620,149 – Head Start; \$8,380,694 – Early Head Start) and the Non-Federal Share match \$10,825,424 (\$8,686,908 – Head Start; \$2,138,516 – Early Head Start) for the 2024 Fiscal Year.

Motion to approve the Monthly Financial Status Reports (FSR) for the Month of February 2024 was made by Clarissa Varela and seconded by Joshua Barkley. Motion carried.

IN-KIND MONTHLY STATUS
REPORT FOR FEBRUARY
2024

Jennifer Tillman, Finance Manager, stated the Monthly In-Kind Report for the month of February 2024 consists of \$823,090 (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 February 2024 is \$195,255 which is accumulated by classroom/non-classroom volunteer services, home activities, literacy/growing readers, consultants, goods, and space.

The Fiscal Impact for Head Start and Early Head Start for February 2024 is \$1,512,101 (\$1,194,280 – HS; \$317,821 – EHS). The projected monthly amount of \$902,119 has been surpassed by \$609,982.

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

Cynthia Espindola, CWPC Early Head Start Representative, informed Representatives of the Average Daily Attendance (ADA) Reports for the month of February 2024 for Head Start and Early Head Start. Head Start's monthly ADA for February 2024 for Center Base was 83.27%. Total number of Head Start Home Base Visits completed were 452. Early Head Start's monthly ADA for February 2024 for Center Base was 85.65%. Total number of Early Head Start Home Visits completed were 1,039.

Motion to approve the ADA Reports for the month of February 2024 was made by Mariana Mena and seconded by Alma Martinez Gullen. Motion carried.

HEAD START 0 TO 5
PROGRAM UPDATE REPORT
(PUR) FOR THE MONTH OF
FEBRUARY 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 the program had Tri-Annual review for Self-Assessment II Meetings at Franklin Head Start on February 26 & 28, 2024. Self-Assessment occurs three times per year to ensure the program is meeting all needs for families based on aggregated data.

Ms. Pineda stated Budget Training for EHS Center Base and Head Start 0 to 5 Home Base took place at Franklin Head Start for parents and staff on February 13, 2024.

Ms. Pineda stated the program is currently under-enrolled; however, enrollment is steadily increasing due to the ability to enroll more 3-year-olds into classrooms.

Motion to approve the Head Start 0 to 5 PUR for the Month of February 2024 was made by Joshua Barkley and seconded by Maria Rolon. Motion carried.

HEAD START 0 TO 5
COUNTY-WIDE POLICY
COUNCIL BY-LAWS

Olga Jalomo-Ramirez, Family/Community Services Manager, stated there was an amendment to the Head Start 0 to 5 CWPC By-Laws. Per the CWPC By-Laws, Head Start 0 to 5 staff and parents are to review the CWPC By-Laws every two years.

On February 14, 2024, the Parent Planning and Review Committee met to review the By-Laws. Amendment of the By-Laws consists of the following: added Section 14, Meeting Reimbursement. Additionally, the committee recommended the reinstatement of the CWPC Executive Board meetings, which were removed in August 2022 as it was deemed necessary to conduct an additional meeting to prepare and review the agenda with the full Executive Board.

If approved by the CWPC, the revised By-Laws will be presented to the Fresno EOC Board of Commissioners for full consideration at the April 15, 2024, Board meeting. If not approved, the By-Laws will be taken back to the Parent Planning and Review Committee for review and consideration of recommended changes.

Zina Brown-Jenkins, Commissioner, asked if staff are considering having the Executive Board meetings virtually to accommodate parents.

Floro Trujillo, Family Engagement/Volunteer Services Coordinator, stated the meeting was recommended to be In-Person by parents.

Ms. Jalomo-Ramirez stated they may revisit zoom meetings if any issues arise.

Motion to approve the Head Start 0 to 5 CWPC By-Laws was made by Mariana Mena and seconded by Joshua Barkley. Motion carried.

COVID-19 MITIGATION POLICY REVISIONS

Marie Sani, Health Services Manager, stated the COVID-19 Mitigation Policy was reviewed by the Health Advisory Committee on January 23, 2024. In accordance with the most recent directives, on January 9, 2024, from the California Department of Public Health (CDPH) updated its COVID isolation guidance and COVID testing recommendations, that now consist of infectious period is now defined as:

- COVID-19 cases may return if 24 hours have passed with no fever, without the use of fever-reducing medications and if their symptoms are mild and improving.

Note on changes to testing recommendations:

- All people with new COVID-19 symptoms shall be tested
- Close contacts who are at a higher risk of severe disease or who have contact with people who are at higher risk for severe disease

Ms. Sani reminded parents to complete dental exams and to get them completed as soon as possible.

Motion to approve the COVID-19 Mitigation Policy Revisions was made by Joshua Barkley and seconded by Clarissa Varela. Motion carried.

FULL ENROLLMENT INITIATIVE UPDATES

Olga Jalomo-Ramirez, Family/Community Services Manager, stated due to the Locally Designed Option (LDO) being approved by the Office of Head Start in March 2024, enrollment numbers have been steadily increasing.

Head Start Center Base has 1,502 children enrolled and Head Start Home Base has 80 children enrolled. Early Head Start Center Base has 50 children enrolled and Early Head Start Home Base has 326 children enrolled. This gives us a total of 1958 children enrolled in Head Start 0 to 5.

PERSONNEL COMMITTEE REPORT FOR MARCH 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.

Staff will continue to collaborate with Human Resources and Communication Department to advertise program vacancies until all positions are filled. Lastly, to support recruitment efforts of staff, a Job Fair is being planned for June 2024.

SELF-ASSESSMENT DATA REVIEW WEEK MAY 13, 15 AND 17, 2024 INVITATION TO PARTICIPATE IN SELF-ASSESSMENT

Veronica Galvan, Quality Assurance Manager, stated Self-Assessment is conducted on a Tri-Annual basis, and the 3rd Self-Assessment is quickly approaching. Self-Assessments help ensure the program is providing our children and families with quality services. As a program, we review our data to ensure our goals are aligned with our family's needs. The meetings will take place May 13, 15 and 17, 2024.

Ms. Galvan invited Head Start 0 to 5 parents, staff, and Commissioners to participate and attend the Triannual Self-Assessment Orientation Training that will be held on May 8, 2024. Participants do not have to attend all three days. Ms. Galvan informed the CWPC if there is a particular department that is interesting, they may attend that timeframe.

HEAD START SCHOOL READINESS GOALS OUTCOME 2023-2024

Felicia Amescua, School Readiness Mentor/Coach, reported on Fall and Winter DRDP School Readiness Goals. 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

In comparing Fall and Winter Assessments, children showed increases in each area.

ANNOUNCEMENTS

Fawnda Cole, CWPC Chairperson, made the following Announcements:

- A. April 20, 2024 – Annual Father Conference

B. May 3, 2024 – Volunteer Luncheon

C. May 7, 2024 – County-Wide Policy Council Meeting

ADJOURNMENT

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

The meeting adjourned at 6:53 p.m.

Submitted By:

Brionna Warren
Secretary I

(CWPC MINUTES APRIL 9 2024 FINAL) bw 4/22/24 ~ CWPC (2023-2024 (CWPC MINUTES) ~