



**COUNTY-WIDE AGENDA**

Tuesday, September 3, 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	8-24
IV.	FRESNO EOC PROGRAM REPORT – LIHEAP	Gilda Arreguin	Information	25
V.	COMMUNITY REPRESENTATIVE REPORT FOR SEPTEMBER 2024	Community Reps	Information	26-27
VI.	FRESNO EOC COMMISSIONERS REPORT FOR JULY 2024	Zina Brown-Jenkins	Information	28
VII.	MONTHLY FINANCIAL STATUS REPORTS FOR JULY 2024	Stephanny Vazquez	Approval	29-36
VIII.	IN-KIND MONTHLY STATUS REPORT FOR JULY 2024	Jennifer Tillman	Information	37-39
IX.	ACTION ITEMS			
	A. Average Daily Attendance (ADA) Reports For July 2024	Cynthia Espindola/ Silvano Rebolledo	Approval	40-51
	B. Head Start 0 to 5 Program Update Report (PUR) For July 2024	Rosa M. Pineda	Approval	52-54
	C. Head Start 0 to 5 Annual Summary of Self-Assessment 2023-2024	Veronica Galvan	Approval	55-65
	D. Head Start 0 to 5 Annual Report 2023-2024	Veronica Galvan	Approval	66-88
	E. Fiscal Year 2023 Proposed Carryover January 1, 2023 – December 31, 2023	Rosa M. Pineda	Approval	89-91
X.	INFORMATIONAL ITEMS			
	A. Full Enrollment Initiative Updates	Sara Flores	Information	92-97
	B. Personnel Committee Report for August 2024	Latrice Turton	Information	98-100
	C. Head Start Center Base and Home Base Education Committee Plan Process	Kim Bonnema/ Guadalupe Zuniga	Information	101-105
	D. Early Head Start School Readiness 2 <sup>nd</sup> Aggregation and Head Start 3 <sup>rd</sup> Aggregation Comparison	Felicia Amescua	Information	106-109
	E. Head Start 0 to 5 Program Information Report (PIR) 2023-2024	Veronica Galvan	Information	110-149
XI.	ANNOUNCEMENTS	Priscilla Thompson	Information	
	A. September 2024 – Food Distribution (Information attached)			150
	B. September 17, 2024 – Next CWPC Executive Board meeting at Fresno EOC West Conference Room			
	C. October 1, 2024 – Next County-Wide Policy Council Meeting at 6:00 p.m. – Dinner will be served at 5:30 p.m.			
	D. October 1, 2024 – County-Wide Policy Council Elections for 2024-2025 Program Year			
	E. October 15, 2024 – Next CWPC Executive Board meeting at Fresno EOC Board Room			
XII.	ADJOURNMENT	Fawnda Cole	Approval	



**COUNTY-WIDE POLICY COUNCIL (CWPC)  
MINUTES  
AUGUST 6, 2024**

- CALL TO ORDER** The meeting was called to order at 5:49 p.m. by Fawnda Cole, CWPC Chairperson.
- ROLL CALL** Roll Call was called by Aldo Alvarado Rebolledo, CWPC Secretary. The following Representatives were present: Fawnda Cole, Jalyssa McGill Jenkins, Aldo Alvarado Rebolledo, Michelle Taylor, Priscilla Thompson, Cynthia Espindola, Silvano Rebolledo, Clarissa Varela, Alma Martinez and Zina-Brown Jenkins
- APPROVAL OF PREVIOUS CWPC MINUTES** Fawnda Cole, CWPC Chairperson, informed Representatives of the July 2, 2024, CWPC Minutes. This information was sent to Representatives prior to tonight’s meeting.
- Motion to approve the July 2, 2024 CWPC Minutes as written and read was made by Silvano Rebolledo and seconded by Jalyssa McGill Jenkins. Motion carried.
- FRESNO EOC PROGRAM REPORT – SUMMER RECESS** No reports at this time.
- COMMUNITY REPRESENTATIVE REPORTS FOR AUGUST 2024** No reports at this time.
- FRESNO EOC COMMISSIONERS’ REPORT FOR THE MONTH OF JUNE 2024** No reports at this time.
- MONTHLY FINANCIAL STATUS REPORTS (FSR) FOR THE MONTH OF JUNE 2024** Jalyssa McGill Jenkins, CWPC Vice-Chairperson, stated staff recommends review and acceptance from CWPC for Monthly Financial Status Reports for June 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 Fiscal Year.
- Motion to approve the Monthly Financial Status Reports (FSR) for the Month of June 2024 was made by Silvano Rebolledo and seconded by Priscilla Thompson. Motion carried.
- IN-KIND MONTHLY STATUS REPORT FOR JUNE 2024** Jennifer Tillman, Finance Manager, stated the Monthly In-Kind Report for the month of June 2024 consists of \$570,795 (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 June 2024 is \$272,264, which is accumulated by classroom/non-classroom volunteer services, home activities, literacy/growing readers, consultants, goods, and space.
- Head Start 0 to 5 Non-Federal share should be \$10,825,424 annually. Year to Date for Head Start and Early Head Start from January to June 2024 for In-Kind is \$4,505,923 (\$3,421,212 – HS; \$1,084,711 – EHS). This indicates that Head Start 0 to 5 has met 42 percent of the \$10,825,424. Non-Federal share goal.

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.

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

Cynthia Espindola, Early Head Start Chairperson, informed Representatives of the Average Daily Attendance (ADA) Reports for the month of June 2024 for Head Start and Early Head Start. Head Start's monthly ADA for June 2024 for Center Base was 84.31%. Head Start Home Base did not operate in June and therefore there are no Home Visits to report. Early Head Start's monthly ADA for June 2024 for Center Base was 79.11%. Total number of Early Head Start Home Base visits completed were 1122.

Motion to approve the ADA Reports for the month of June 2024 was made by Joshua Barkley and seconded by Clarissa Varela. Motion carried.

HEAD START 0 TO 5 PROGRAM UPDATE REPORT (PUR) FOR THE MONTH OF JUNE 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 Mendota Head Start's paint interior, flooring, and cabinets have been completed. The center will be opening once Community Care Licensing (CCL) visits and approves its opening.

Ms. Pineda highlighted the Communication and Guidance from the United States Health and Human Services (HHS) Secretary: She stated Head Start 0 to 5 will be receiving a Focus Area II monitoring review. The Office of Head Start (OHS) will visit Head Start classrooms for observation and monitoring. They will provide 45-day notice prior to the review. Staff are being prepared. The initial review occurred last year in June.

Motion to approve the Head Start 0 to 5 PUR for the Month of June 2024 was made by Joshua Barkley and seconded by Cynthia Espindola. Motion carried.

EARLY HEAD START CURRICULUM PHILOSOPHY

Ralph Carrillo, Interim Education Services Manager, stated per Head Start Program Performance Standards (HSPPS), center-based and family childcare programs must implement developmentally appropriate research-based early childhood curricula, including curricular enhancements, as appropriate that:

- Are based on scientifically valid research and have standardized training. Procedures and curriculum materials to support implementation.
- Aligned with the Head Start Early Learning Outcomes Framework: Ages Birth to Five.
- Have an organized developmental scope and sequence that include plans and materials for learning experiences based on developmental progressions and how children learn.

EHS utilizes two research-based curricula used to support children's development

- Center Bae – Creative Curriculum for Infants, Toddlers and Two's
- Home Base – Partners for A Healthy Baby

The following pages consisted of the Curriculum Philosophy and Curriculum Planning for parents review.

Fresno EOC Early Head Start provides the following opportunities for parent participation:

- Home visits, Program Centers, Socializations, Paren/Teacher conferences, Local Parent Committee, County-Wide Policy Council, Continuous Improvement Team, Program Self-Assessment, Parent workshops and conferences.

Motion to approve the Early Head Start Curriculum Philosophy was made by Joshua Barkley and seconded by Clarissa Varela. Motion carried.

COUNTY-WIDE POLICY COUNCIL PROPOSED MEETING DATES FOR

Floro Trujillo, Family Engagement/Volunteer Services Coordinator (FE/VSC), stated in preparation for the 2024-2025 school year, staff recommends the CWPC meetings to continue on the first Tuesday of each month. The CWPC Executive Board to meet prior to the

2024-2025 PROGRAM  
YEAR

CWPC's regular monthly meetings to prepare its Agenda on the third Tuesday of each month, in accordance with the Head Start 0 to 5 CWPC Bylaws.

Mr. Trujillo informed the CWPC of all CWPC and Executive Board meetings from August 2024 – July 2025.

Ms. Cole asked if the Executive Board would have the option to meet in-person and via ZOOM.

Mr. Trujillo replied that the meeting will be in-person in the West Conference room.

Motion to approve the County-Wide Policy Council Proposed Meeting Dates for 2024-2025 Program Year was made by Joshua Barkley and seconded by Jalyssa McGill Jenkins

FULL ENROLLMENT  
INITIATIVE UPDATES

Floro Trujillo, Family Engagement/Volunteer Services Coordinator, stated this information presented is intended to keep the CWPC apprised on Full Enrollment Initiative Updates.

Mr. Trujillo stated with the approval of the Change of Scope, our total funded enrollment is 2120 for Head Start 0 to 5. We have an enrollment of 1590 in Head Start Center Base and 100 in Head Start Home Base. We have a funded of 94 in Early Head Start Center Base and 336 in Early Head Start Home Base. Head Start Center Base has 690 repeaters, and 396 children accepted for a total of 1086 children pending enrollment for the upcoming program term. Head Start Home Base has 34 repeaters, and 30 children accepted for a total of 64 children pending enrollment. Early Head Start Center Base has 60 children enrolled. Early Head Start Home Base has 323 children enrolled. This gives us a total of 1533 children for Head Start 0 to 5.

Mr. Alvarado Rebolledo asked if we are currently at 97% enrollment.

Nidia Davis, Program Support Director, stated as of July 30, the program is 81% fully enrolled; however, we anticipate to be at 90% on the first day of class Monday, August 1, 2024.

PERSONNEL COMMITTEE  
REPORT FOR JULY 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.

For the month of July 2024, there were 19 Hiring/Personnel Action Positions and 17 pending, 10 promotions/status changes and 1 pending, 5 resignations/separations and no updated job description.

FAMILY OUTCOMES  
NARRATIVE REPORT FOR  
2023-2024 PROGRAM  
YEAR

Floro Trujillo, Family Engagement/Volunteer Services Coordinator, stated the Family Outcomes Survey is completed annually by Head Start parents/caregivers. It is distributed at the end of each school year to measure parents' opinions on how much they and their families have benefited from Head Start.

This year, the Family Outcomes Survey was sent to parents/caregivers by mail or email in the Spring of 2024 school year. A total of 941 parents and guardians completed the survey from Center Base and Home Base, of which 687 were English and 254 were Spanish.

Mr. Alvarado Rebolledo asked why the number of returned surveys was so low. He asked if there is more that the CWPC and staff could do to gain more parent participants.

Ms. Davis stated in the past the survey was provided electronically and on paper, so perhaps we can provide them electronically again.

Ms. Brown-Jenkins stated 1% of parents/caregivers replied that the Head Start 0 to 5 program did not help their family. Although 1% is a small amount, she asked did we receive an explanation of why parents don't think Head Start was good for them.

This will be taken into consideration for the next survey.

ACTIVITIES INTEGRATED OF  
MATHEMATICS AND  
SCIENCE (AIMS) DATA  
DISCOVERIES

Alejandra Alvarado, Early Learning Coordinator, spoke about some of the work done with teachers this Spring 2024. AIMS has been working with Head Start 0 to 5 for nine years. This past school year AIMS worked with two new centers, La Colonia and Eric White. Franklin Head Start and Mosqueda were the two other centers. AIMS worked with 35 teachers from the 4 centers. AIMS offers support and provides professional learning to teachers to promote Science, Technology, English, Art and Math (STEAM). The AIMS program approach is very playful, hands-on, and done through play with the children. After the monthly sessions with staff Ms. Alvarado and her colleagues made monthly visits to observe and facilitate what was happening in the classrooms. They provide feedback and resources for the classroom.

AIMS participate in the classroom as well as at Head Start community events, including the Father Conference. At the Makers fair this year over 300 parents attended.

Ms. McGill Jenkins asked if AIMS could participate at other centers as well.

Ms. Pineda stated Franklin Head Start was open for parents with children attending any center during the AIMS event. The services are no longer free, so Head Start's budget can only afford the four centers at the moment.

Mr. Alvarado Rebolledo asked if AIMS could be explained to parents at the LPM meetings, the local level.

Ms. Pineda stated a large parent conference is going to be held and AIMS can present at the conference.

EARLY HEAD START  
SCHOOL READINESS 2<sup>ND</sup>  
AGGREGATION AND HEAD  
START 3<sup>RD</sup> AGGREGATION  
COMPARISON

Topic tabled for next month's CWPC meeting.

FY 2024 PROPOSED  
BUDGET REVISION FOR  
AMERICAN RESCUE PLAN  
(ARPA) AND CORONAVIRUS  
RESPONSE AND RELIEF  
SUPPLEMENTAL  
APPROPRIATIONS (CRRSA)  
ACT JULY 1, 2023 - JUNE  
30, 2024

Rosa M. Pineda, Head Start Director, stated during the 2023 to 2024 Fiscal Year (FY) the program experienced savings in indirect, contractual, and other for ARPA in the amount of \$173,739.01. In addition, the program experienced savings in indirect, contractual and other for CRRSA in the amount of \$302,954.43. These savings equal more than \$250,000, and Head Start 0 to 5 is requesting a budget revision to reallocate the funds. We would like to purchase a new property for Sanger Head Start. Also, to repair flooring and windows at other centers.

ANNOUNCEMENTS

Priscilla Thompson, CWPC Representative, made the following Announcements:

- A. August 2024 - Food Distribution
- B. August 1-2, 2024 - Pre-Service for All Staff Inservice
- C. August 1-2, 2024 - EHS Center Base Classes Closed
- D. August 1-2, 2024 - CSPP FD Classes Closed
- E. August 5, 2024 - CSPP FD Classes Resume

F. August 9, 2024 – HS Center Base Phase-In

G. August 12, 2024 – HS Center Base First Day of Classes

H. September 3, 2024 – Next County-Wide Policy Council 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 Clarissa Varela and seconded by Jalyssa McGill Jenkins. Motion carried.

The meeting adjourned at 6:47 p.m.

Submitted By:

Brionna Warren  
Secretary

(CWPC MINUTES AUGUST 6 2024)    bw 08/09/24    ~ CWPC (2023-2024 (CWPC MINUTES) ~