



COUNTY-WIDE AGENDA

Tuesday, March 4, 2025

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	Aldo Alvarado Rebolledo		
II. ROLL CALL	Adriana Cuevas		
III. APPROVAL OF MINUTES	Aldo Alvarado Rebolledo	Approval	
IV. FRESNO EOC PROGRAM REPORT – SCHOOL OF UNLIMITED LEARNING (SOUL)	Dr. Dion Varnado	Information	
V. COMMUNITY REPRESENTATIVE REPORTS FOR MARCH 2025	Community Reps	Information	
VI. FRESNO EOC COMMISSIONERS REPORT FOR JANUARY 2025	Jalyssa Jenkins-McGill	Approval	
VII. MONTHLY FINANCIAL STATUS REPORTS FOR JANUARY 2025	Jackeline Miranda	Approval	
VIII. IN-KIND MONTHLY STATUS REPORT FOR JANUARY 2025	Jennifer Tillman	Information	
IX. ACTION ITEMS			
A. Average Daily Attendance (ADA) Reports For January 2025	Destiny Campos/ Meagan Esqueda Bonillo	Approval	
B. Head Start 0 to 5 Program Update Report (PUR) For January 2025	Michael Balderas	Approval	
C. County-Wide Policy Council Appointment of the New Personnel Chairperson 2024-2025	Olga Jalomo-Ramirez	Approval	
X. INFORMATIONAL ITEMS			
A. Full Enrollment Initiative Updates	Sara Juarez/ Olga Jalomo-Ramirez	Information	
B. Personnel Committee Report for January 2025	Deserae Price	Information	
C. Head Start 0 to 5 Change of Scope	Michael Balderas	Information	
XI. ANNOUNCEMENTS	Nicole Johnson	Information	
A. March 14, 2025 – All Staff In-Service			
B. March 31, 2025 – Cesar Chavez Day Holiday – No School			
C. April 1, 2025 – Next County-Wide Policy Council Meeting			
XII. ADJOURNMENT	Aldo Alvarado Rebolledo	Approval	



**COUNTY-WIDE POLICY COUNCIL (CWPC)
MINUTES
FEBRUARY 4, 2025**

- CALL TO ORDER** The meeting was called to order at 6:04 P.M. by Aldo Alvarado Rebolledo, CWPC Chairperson.
- ROLL CALL** Roll Call was called by Adriana Cuevas, CWPC Secretary. The following Representatives were present: Aldo Alvarado Rebolledo, Adriana Cuevas, Anna Fernandez, Kristy Belmontes, Viridiana Estrada Alvarado, Ashley Prendez, Laura Barnes, Domencia Goff, Jackeline Miranda, Michelle Taylor, Destiny Campos, Meagan Esqueda Bonilla, Alma Martinez Guillen, Angela Diaz, Reshale Thomas, Maria Padilla, Amy Nuno, Maria Cervantes, Mariana Mena, Maylee Torres, Amelia Aguilar, Elaine Melendez, Gloria Martinez, Matilde Ocegueda, Deserae Price, Elizabeth Ortega, Gurpreet Aulak, Sarah Hernandez, Desiree Miller, Karina Padilla, Annette Thornton, Steven Taylor, Diane Lira and Jalyssa Jenkins-McGill.
- APPROVAL OF PREVIOUS CWPC MINUTES** Motion to approve December 17, 2024, Executive Board Minutes and January 4, 2025, CWPC Minutes as written and read was made by Destiny Campos and seconded by Alma Martinez Guillen. Motion carried.
- SANCTUARY AND SUPPORT SERVICES – HOMELESS SERVICES** Sam Wood, Shelter Coordinator, stated that the Sanctuary and Support Services – Homeless Services department has three branches. The Outreach Team goes out into the community and provides hygiene products, food/drinks, and assists individuals with housing services. They obtain shelter referrals and assist with shelter.
- The Youth and Bridge program is for those with emergency/immediate shelter needs. The program assist individuals with shelter for up to 90 days. Single individuals, couples and families are welcomed. A Case Manager assists with helping participants gather documents and create shelter plans. They assist ages 18-24 years old.
- The Bridge Housing program is similar, but it shelters participants for up to 4-6 months. Participants must have a verifiable housing plan. Clients have to be chronically homeless, meaning they have been homeless at least 4 times within a year, or for a long period of time in a single year. They also must have a documented disability.
- The Rapid Rehousing program serves 17 family households per year. Families are given one year of housing assistance. In the first few months 100% of the families rent is paid, for a few months only a portion of rent is paid, and in the final months of assistance 100% is paid again.
- The address of Sanctuary and Support Services – Homeless Services is 1046 T Street Fresno, CA 93721 and the phone number is 559-931-1444.
- COMMUNITY REPRESENTATIVE REPORTS FOR JANUARY 2025** No reports at this time.
- FRESNO EOC COMMISSIONERS REPORT FOR NOVEMBER 2024** No reports at this time, but the November report is provided in the packet.
- Motion to approve the Fresno EOC Commissioners Report for November 2024 was made by Mariana Mena and seconded by Aldo Alvarado Rebolledo. Motion carried.
- MONTHLY FINANCIAL STATUS REPORTS FOR DECEMBER 2024** Jackeline Miranda, CWPC Treasurer, stated staff recommends approval of Head Start and Early Head Start’s Monthly Financial Status Report for December 2024.
- This report shows expenditures for the Head Start/Early Head Start Program Basic and Trainings & Technical Assistance budgets for the month of December 2024 which also includes credit card expenses for the month of December 2024 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.

This funding will support 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 is \$11,894,766 (\$9,515,812.80 - HS; \$2,378,953.20 - EHS) for the Fiscal year.

Motion to approve the Monthly Financial Status Reports for December 2024 was made by Destiny Campos and seconded by Mariana Mena. Motion carried.

IN-KIND MONTHLY STATUS REPORT FOR DECEMBER 2024

Jennifer Tillman, Finance Manager, informed Representatives that staff recommends approval of the Head Start 0 to 5 Monthly In-Kind Status Report for December 2024.

The Monthly In-Kind Status Report for the month of December 2024 consists of \$1,151,005 for Head Start. Early Head Start's In-Kind Status Report for the month of December 2024 is \$442,283. Head Start 0 to 5 Non-Federal share should be \$11,894,766 annually. Year to Date for Head Start and Early Head Start from January to December 2024 In-Kind is \$12,464,792 (\$7,482,398 - HS; \$4,982,394 - EHS). This indicates that Head Start 0 to 5 has surpassed our monthly and annual Non-Federal share goal.

AVERAGE DAILY ATTENDANCE (ADA) REPORTS FOR DECEMBER 2024

Destiny Campos, EHS Representative, informed Representatives of the Average Daily Attendance (ADA) Reports for the month of December 2024 for Head Start and Early Head Start. Head Start's monthly ADA for December 2024 for Center Base was 82.77%. Head Start Home Base visits completed were 142. Early Head Start's monthly ADA for December 2024 for Center Base was 79.98%. Total Early Head Start Home Base visits completed were 593.

Motion to approve the ADA Reports for December 2024 was made by Anna Fernandez and seconded by Destiny Campos. Motion carried.

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

Michael Balderas, Interim Head Start Director, stated that the management staff continues to attend leadership training sessions with Dr. Suzana Veiss, PH. FA2 Federal monitoring training with Wipfli occurred on December 4 to help staff prepare for the Federal Review. December 17, 2024, staff attended an Office of Head Start (OHS) webinar based on compensation highlights to ensure Head Start 0 to 5 wages compare to wages of other competing schools.

OHS gave guidance and clarification on reporting incidents to Community Care Licensing (CCL). For example, the procedure if a child is injured and requires hospitalization.

Early Head Start (EHS) continues to recruit children into Home Base and Center Base options. The Amor centers opening has been postponed to mid-March due to some permit and facility issues.

Head Start (HS) continues to recruit children. Education staff attended a ChildPlus DRDP webinar.

Home-based staff attended the College & Career Job Fair in Orange Cove. Staff are continuing with their Mental health/Inclusion Trainings with Toribio Psychological Services.

Motion to approve the Head Start 0 to 5 PUR for the Month of December 2024 was made by Destiny Campos and seconded by Alma Martinez Guillen. Motion carried.

COUNTY-WIDE POLICY COUNCIL APPOINTMENT OF NEW VICE-CHAIRPERSON FOR THE 2024-2025 PROGRAM YEAR

Olga Jalomo-Ramirez, Family/Community Services Manager, stated the current CWPC Vice-Chairperson has accepted the appointment of Fresno EOC Commissioner, so the position is vacant. According to CWPC Bylaws, should the vacancy be elected as a CWPC Executive Board member, the Chairperson will appoint a new officer. Deserae Price was appointed to fill the Vice-Chairperson position and if approved is elected as of today.

Motion to approve the County-Wide Policy Council Appointment of New Vice-Chairperson for the 2024-2025 Program Year was made by Destiny Campos and seconded by Amelia Aguilar. Motion carried.

FRESNO EOC HEAD START 0 TO 5 RECRUITMENT AND ENROLLMENT POLICY UPDATE

Olga Jalomo-Ramirez, Family/Community Services Manager, presented the Recruitment and Enrollment policy last month; however, there was an update. An item was added indicating that children in EHS are no longer aged out after 2 years old. They may stay in the program until they turn 3 years old, and if there are no vacancies in Head Start the child will remain in the EHS program.

Motion to approve the Fresno EOC Head Start 0 to 5 Recruitment and Enrollment Policy Update was made by Destiny Campos and seconded by Matilde Ocegueda. Motion carried.

FRESNO EOC HEAD START 0 TO 5 ATTENDANCE POLICY

Olga Jalomo-Ramirez, Family/Community Services Manager, stated a program must implement a process to ensure children are safe when they do not arrive at school. If a child is unexpectedly absent and a parent has not contacted the program within one hour of program start time, the program must attempt to contact the parents to ensure the child's well-being. Every year the policy is updated to ensure it is up to date with mandates and the Head Start Program Performance Standards (HSPPS). Previously EHS and HS had separate policies, but the two programs were combined, creating the Fresno EOC Head Start 0 to 5 Attendance policy. Terms were added to cover EHS. The ERSEA Committee participated in the revision of the policies.

Motion to approve the Fresno EOC Head Start 0 to 5 Attendance Policy was made by Alma Matinez Guillen and seconded by Destiny Campos. Motion carried.

RESOLUTION APPROVAL INTERIM HEAD START DIRECTOR

Michael Balderas, Interim Head Start Director, stated the Resolution approval will allow him to accept and sign any Community Care Licensing (CCL) documents, applications, and receive communication from CCL. CLL requires live signatures therefore, using the CEO's signature stamp is not an option and thus approval for this resolution is requested.

The motion to approve the Resolution Approval Interim Head Start Director was made by Matilde Ocegueda and seconded by Alma Matinez Guillen. Motion carried.

2025-2026 CALIFORNIA STATE PRESCHOOL PROGRAM (CSPP) CHANGE OF ADDRESS

Lao Cha, ECE Coordinator, stated Education Services has retained a permanent CSPP/CCTR Braided Funded Coordination, Joyelle Anda-Caton. The CSPP and CCTR Refunding Applications 2025-2026 were submitted in November 2024. OHS had a minor correction pertaining to the address. Originally Fresno EOC's address was listed on Mariposa Mall; however, with the upgrades downtown it was changed to Mariposa Street. The Department of Education states the address must be changed to street, so approving this action item would allow the change.

Motion to approve the 2025-2026 California State Preschool Program (CSPP) Change of Address was made by Destiny Campos and seconded by Matilde Ocegueda. Motion carried.

HEAD START 0 TO 5 CHANGE OF SCOPE

Michale Balderas, Interim Head Start Director, stated on July 18, 2024, The Office of Head Start wrote a letter to inform us that based on the Head Start and Early Head Start enrollment levels reported for May 2024, Fresno EOC was enrolling at least 97% of its funded enrollment. Although we met full enrollment immediately, we had to have 6 consecutive months of meeting full enrollment. We are currently at 82% and must meet the 97% enrollment by the end of February, so our Region 9 Specialist recommended submitting another Change of Scope by February 14, 2025.

If we do not meet the required 97% funded enrollment level, our program risks being labeled chronically underenrolled. At that point, OHS can recoup monies from the vacant enrollment slots, which is an estimated 9.5 million dollars.

Adriana Cuevas, CWPC Secretary, asked how the program is under-enrolled with a full waitlist.

Mr. Balderas stated some centers/sites aren't opened yet, Head Start Home Base slots are not full, and majority of the waitlist consists of 3-year-olds, which are at capacity in classrooms. The program must follow a ratio provided by OHS, and classrooms cannot exceed 20 3-year-old children. He stated as a program management is looking to retain children and keep staff. They are reviewing the budget and looking to keep staff in lateral positions.

Motion to approve the Head Start 0 to 5 Change of Scope was made by Jackeline Miranda and seconded by Matilde Ocegueda. Motion carried.

FULL ENROLLMENT INITIATIVE UPDATES

Olga Jalomo Ramirez, Family/Community Services Manager, informed the CWPC that there will be a Budget Training for parents soon. She stated the recruitment data attached includes our recruitment efforts for the program term 2024-2025. With the approval of the Change of Scope, our total funded enrollment is 2120 for Head Start 0 to 5. As of February 4, 2025, Head Start Center Based has 1320 children enrolled. Head Start Home Based has 75 children enrolled. Early Head Start Center Based has 60 children enrolled. Early Head Start Home Based has 246 children enrolled. This gives us a total of 1701 children for Head Start 0 to 5.

If funded enrollment is not met, this will result in a loss of funding.

Diane Lira, EOC Commissioner, asked how often parents are updated on their waitlist status. She asked if they receive reminders or do parents initiate the call.

Ms. Jalomo-Ramirez stated they are sent a follow-up letter, and parents call to check the status. It is best if parents call the center they applied for and speak to the Family Services Specialist; however, they may call Central Office at 559-263-1200 to receive an update as well.

PERSONNEL COMMITTEE
REPORT FOR DECEMBER
2024

Aldo Alvarado Rebolledo, 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 December 2024, there were 25 Hiring/Personnel Action Positions with 17 pending, 10 Promotions/Status Change with 1 pending, 3 Resignations/Separations and 4 updated Job Descriptions.

ANNUAL SUMMARY OF
SELF-ASSESSMENT
DECEISIONS 2024-2025

Veronica Galvan, Quality Assurance Manager, stated the first Self-Assessment concluded in November, and she will be reviewing all findings, and whether the subject is a strength or requires continuous improvement.

Self-Assessment is a review and implementation process that ensures the program provides quality services to children and families. The report attached shows the birds-eye-view of Self-Assessment findings. Ms. Galvan informed the CWPC she will be sending out an invitation soon for the Self-Assessment training being offered in April. The training will help parents understand the process of Self-Assessment and how to read the reports. Parents may choose a specific session to attend rather than attending all sessions.

ANNOUNCEMENTS

Nicole Johnson, CWPC Historian, made the following Announcements:

- A. February 10, 2025 – Lincoln’s Day Holiday – No School
- B. February 17, 2025 – President’s Day Holiday – No School
- C. March 4, 2025 – Next County-Wide Policy Council Meeting at 6:00 p.m. – Dinner will be served at 5:30 p.m.

ADJOURNMENT

There being no further business to discuss, motion to adjourn the meeting was made by Laura Barnes and seconded by Desiree Miller. Motion carried.

The meeting adjourned at 8:19 p.m.

Submitted By:

Brionna Warren
Secretary I

(CWPC MINUTES FEBRUARY 2025 FINAL) bw 2/12/25 ~ CWPC (2024-2025 (CWPC MINUTES)) ~