

Approved on February 13, 2020

FOUNDATION FOR EARLY CHILDHOOD EDUCATION, INC.
3360 Flair Drive, Suite 100, El Monte, CA 91731

POLICY COMMITTEE MEETING
January 9, 2020– 9:30 A.M.-12:00 P.M.

MINUTES

The meeting was called to order at 9:46 a.m.

Roll Call was taken and a quorum was established with 17 member's present.

The minutes from our December 4, 2019 (POLICY COMMITTEE MEETING) were read.

M/S/C Sobrique/Quero to approve the minutes of December 4, 2019 (Policy Committee Meeting) as read.

Our Chairperson thanked everyone for being present at today's meeting. He also informed us that the P.C. Executive Committee met on Tuesday, January 7, 2020 to review all documents and reports for today's meeting. They have made their recommendations for all items on today's agenda and will be presenting them to us for approval.

Our Treasurer gave her report. She reported all expenditures incurred from December 3, 2019 thru January 3, 2020.

The delegates to the County Policy Council provided their report. They reported that elections were held at the Delegate to the Policy Council Meeting. Yulissa Carias ran for a position at LACOE and is now the Chairperson of the Policy Council Meetings.

The Delegate to the Board of Directors did not have a report to present at this time, as the Board of Directors meeting was cancelled for the month of December.

Our Director presented her report. She reported on LACOE Communication, provided Tier I & Tier II Monitoring updates provided an update on QIP and PIR. She informed us that Ramona Gardens EHS, Pico EHS are licensed and operating Early Head Start. Sunrise Head Start, LAUSD Collaboration classroom opened December 4, 2019. We continue to fill vacancies for Teaching Staff, FSA and Program Assistant. Interviews are being conducted frequently. We continue to make data informed purchases based on fall child assessment and classroom assessment data to meet the needs of learning in domains of math, science and literacy. Renovations continue at Gregory Park and Echo CDC to prepare for Early Head Start classrooms. Foundation continues to work on Refunding Application 2020-2021; application will be presented to BOD and PC in February for approval.

The Assistant Director provided her report. She reported that attendance was 85% for Head Start and 84% for Early Head Start. An ADA Analysis report was sent to LACOE stating why Early Head Start attendance was below the 85%. There were four unusual incidents reported for the month of December. There were three outbreaks, two cases of hand foot and mouth, one case of lice and one injury. Enrollments for the 2019-2020 program year continue. Early Head Start at Gregory Park and Echo CDC are set to start on January 13, 2020.

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We received and reviewed the Average Daily Attendance Report for the month of November 2019. The average daily attendance for the month of November was 87.55% for Head Start & 81.84% for Early Head Start. An ADA Analysis report was sent to LACOE to explain why the ADA for Early Headstart was below 85%.

We received and reviewed the Claim for Reimbursement Child and Adult Care Food Program for November 2019. The Total number of meals served for the month of November was 19,036. Discussion took place.

We received the Parent Volunteers Hours Report for the Month of November 2019. Discussion took place.

We received the Parent Meeting Calendar for the month of January 2020. The School Readiness Goal for the month of January is **Language and Literacy part II**.

We received a flyer announcing that “**Abriendo Puertas**” is going to begin its first session, out of 10 sessions, on January 16, 2020 at Pico Gardens. Parent Involvement will offer a second “**Abriendo Puertas**” in the Hollywood area in the upcoming months. Parents will be notified through posters, flyers, at Parent Meetings and by the teachers.

The Program Manager for Educational Services attended our PC Executive Committee Meeting to provide a special presentation to parents on CLASS and Child Assessments.

We received and reviewed the Monthly Financial Status Report on the Head Start Account. Discussion took Place.

Announcements: We were reminded that our next Policy Committee Meeting would take place on February 13, 2020.

The meeting adjourned at 11:36 a.m.

Submitted by,

P.C. Secretary