

FOUNDATION FOR EARLY CHILDHOOD EDUCATION, INC.
3450 E Sierra Madre Blvd, Pasadena CA 91107

POLICY COMMITTEE TELECONFERENCE MEETING

September 8, 2022– 9:30 A.M.-12:00 P.M.

MINUTES

The meeting was called to order at 9:40 a.m.

Roll Call was taken and a quorum was established with 18 member's participating via zoom meeting.

The minutes from our August 11, 2022 (Policy Committee Meeting) were read.

M/S/C Vera/Sanchez to approve the minutes for August 11, 2022 (Policy Committee Meeting) as read.

Our Vice Chairperson presided over today's Policy Committee Meeting. She thanked everyone for calling in today to the Policy Committee Meeting. She informed us that the P.C. Executive Committee met on Tuesday, September 6, 2022 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 his report. He reported all expenditures incurred from August 2, 2022 thru September 5, 2022.

The delegates to the County Policy Council did not have a report to present at this time. The Policy Council Meeting is scheduled to take place on September 13.

The Delegate to the Board of Directors was not able to present at today's Policy Committee Meeting, therefore, the Parent Involvement Supervisor provided her report for the meeting of August 17, 2022.

Our Director presented her report. She informed us that all teaching staff are back today, as classes are now resuming for Head Start children. All teachers and staff will be in pre-service this afternoon. Children in the Early Head Start classes will have early dismissal, so that the teachers can attend the pre-service. All of our classrooms will be open, as there are no more Covid restrictions at this time. We have had a number of Covid exposures to report in Early Head Start. As children get exposed to Covid, Foundation staff send out a letter informing the parents about the exposure and send home test kits so that the families can test their children. Teachers and site staff also have to get tested. The site does not necessarily have to close as long as the staff and children are asymptomatic and they test on the 5th day after the exposure. This particular variant of Covid going around is highly contagious, however, the symptoms are not as severe as the ones we experienced during the beginning of the pandemic. The best prevention is not to come to school sick. Other program updates include LACOE is getting ready to allocate additional funding to agencies. Foundation is putting together a wish list to apply for the additional funding to complete a list of projects at some of our sites. Some of the projects include new flooring, new playground, new air conditioning and some new doors. The list is due to LACOE by the 16th of the upcoming month. Once LACOE approves the projects, then the Policy Committee and Board of Directors will need to approve a BAR to ask for the money to complete those projects. Lastly, Foundation is in the process of obtaining a license for the three new sites (Aldama, Flores del Valle & Lincoln Heights). It is a step to step process which includes first getting the lease, then getting the classrooms ready for inspection, and third is turning in the packet to get them licensed. ELAOC and Evans are set to open this year after being closed for two years. The sites are slowly starting to get filled for the reopening.

The Assistant Director presented her report. She informed parents that attendance for the month of August was low, as parents are just getting adjusted to their children returning to school. Enrollment is at 75% for Early Head Start and 78% for Early Head Start Expansion. We had 15 unusual incidents to report. All of the unusual

Approved on October 13, 2022

incidents reported were Covid cases. The Assistant Director of Health informed us that we are doing things a little bit different now. If there is one isolated case of Covid, the child will have to stay home until the adequate amount of time has passed and the child will have to test negative before returning to school. The site will not close down as it was done at the beginning of the pandemic. If there are a number of related Covid cases at a particular site, then the site will close down. In terms of enrollment we are low, we still need 114 families to enroll. Our Early Head Start program has not had any problems enrolling, however we are struggling enrolling Head Start Children because there are a growing number of available preschool programs now in the community. The staff is out daily, going out to recruit and attending events in the community. Some of the sites that are struggling to enroll are ELAOC, Evans, La Mirada, Gregory and Fountain. The Assistant Director asked for parents help in finding locations and events where our staff can go out to recruit.

Educational Announcements: The Assistant Director of Education provided her report. She reported that Head Start classes will begin Sept. 13 and teachers are being trained in program updates and requirements from our Grantee Office, LACOE. The Early Head Start program began during the month of August and everything has been fine so far. They have had a few cases of Covid in some schools, as mentioned earlier by the Assistant Director of Health. As for the Department of Mental Health/Children with Disabilities, we have already reached and surpassed the number of children we will be attending this school year with disabilities. We've talked to all the education and Foundation agency staff about Care and Supervision. It is very important that we understand that Care and Supervision is everyone's responsibility.

We did not receive the Average Daily Attendance Report for the month of July 2022 because classes were not in session.

We did not receive the Claim for Reimbursement Child and Adult Care Food Program for the month of July 2022 because classes were not in session.

We received the In-Kind report that includes parent volunteer hours, report was included with Fiscal Report.

We received a Parent Meeting Calendar for the month of September 2022. Head Start children will be having their Parent Orientations on the week of August 19, 2022 and Early Head Start Sites will be having their Parent Involvement Information/Elections Meeting.

The Policy Committee voted on whether to have remote teleconference meetings for the period of September 9, 2022 through October 13, 2022 if a state of emergency exists which continues to impact Foundation's Policy Committee from meeting safely in person.

M/S/C Bachler/Sanchez to approve having the next Policy Committee Meeting through remote teleconference for the period of September 9, 2022 through October 13, 2022.

We received and reviewed the application for Community Representative to the Policy Committee 2022-2023. Any Policy Committee Member whose child has completed the program and does not have another child in the program can apply to become a Community Representative to the Policy Committee.

We received and reviewed the Monthly Fiscal Report on the Head Start Account.

Announcements: We were reminded that our next Policy Committee Meeting would take place on October 13, 2022.

The meeting adjourned at 11:05 a.m.

Submitted by,

P.C. Secretary