

Approved on November 9, 2023

FOUNDATION FOR EARLY CHILDHOOD EDUCATION, INC.
155 N Occidental Blvd., Los Angeles, CA 90026
POLICY COMMITTEE MEETING
October 12, 2023– 9:30 A.M.-12:00 P.M.

MINUTES

The meeting was called to order at 9:39 a.m.

Roll Call was taken and a quorum was established with 16 member's present.

The minutes from our September 14, 2023 (Policy Committee Meeting) were read.

M/S/C Bachler/Ramirez to approve the minutes for August 10, 2023 (Policy Committee Meeting) as read.

Our Chairperson thanked everyone for coming to today's Policy Committee Meeting. She informed us that the P.C. Executive Committee met this morning, October 12, 2023 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 September 14, 2023 thru October 11, 2023.

The delegates to the County Policy Council provided their report for the meeting of October 10, 2023.

The Delegate to the Board of Director's provided her report for the meeting of September 20, 2023.

Our Director provided her report. The following information was provided; LACOE has issued contracts to "carry over" funding, for all HS/EHS Grants, regardless if there was funding remaining. Foundation is submitting requests for funding for some facility projects and funds for staff retention, wellness and training. Grantee Strategic Planning continues. Each delegate agency will be required to develop objectives, individualized for their agency to work towards during the 5 year grant cycle. The Director informed us that she will be part of the committee with LACOE to provide feedback on the Refunding Process Form for Year 1 HS/EHS 2023-2024, which will begin in November with an overview of the process form revisions. CDE is continuing its funding as "Hold Harmless" until June 2025. This provides us flexibility with enrollment and attendance while we stabilize the workforce, to open all classrooms. CDE has issued additional funding to support program and staff. We continue to have staffing challenges; however, we are starting to see an increase in the number of applications received. The Director also thanked the Policy Committee for the excellent job they did throughout the 2022-2023 program year.

The Assistant Director provided her report. She informed parents that attendance for the month of September for Head Start was 87% and for Early Head Start was at 75%. We had 4 unusual incidents to report. One was an outbreak of lice at Ramona Gardens and three were injuries. In terms of enrollment, this year we have 486 slots available for enrollment. We are currently at 83% enrolled in Head Start with 67 slots still remaining to enroll and 98% enrolled for Early Head Start, with 2 remaining slots to be filled. The Family Service Associates continue with on-going recruitment efforts. Dr. Victoria and Dr. Gary from Kids Dental Avenue are visiting the sites in Hollywood and are performing Oral Health Screenings. During the month of October UCLA Mobile clinic will be conducting vision screenings for the children and issuing free glasses for those children who need it. Mrs. Nishi also thanked the Policy Committee for their commitment to the program and for the year served with Foundation.

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Educational Announcements: Mrs. Tucker informed the parents that we are currently working on the new referrals for the children, as the children recently started class. The children from Early Headstart should have had or should be having their first parent conferences. She asked parents to please speak with their child's teacher if they have not scheduled to meet with them yet. It is important for parents to ask questions regarding their child's education. We are also continuing with the two clubs being led by the Mental Health Department "When Families Come Together" and "Exclusive Inclusive Club", which take place during the Third and Fifth Thursday of each month. The Assistant Director of Education also shared a video with parents on the event that took place on October 5, 2023, "Be a Hero, bring your Child to Preschool Day & Read a book with your child".

Current Educational Events: Evans Early Head Start opened, Completion of EHS Parent Conferences, ASQs/Home Visits for Head Start, Teacher Professional Development Day and IEP Workshop. The following sites will be participating in Ready Rosie; Pico, Fountain-EHS, Ramona Gardens, Soto-01, Park Place-02, Pico EHS, Ramona 01, Gregory Park 01 and ELAOC. **Upcoming Events;** LAUSD in person Choices Workshops taking place during the month of November at La Mirada and Pico Gardens and children will be going on the Thanksgiving Break, the week of November 20th to November 24, 2023.

We received and reviewed the Average Daily Attendance Report for the month of August 2023. The average daily attendance for the month of August was 80.15% for Early Head Start. An ADA Analysis report was sent to LACOE to explain the reason why some sites fell below the average attendance for the month of August.

We received and reviewed the Claim for Reimbursement Child and Adult Care Food Program for the month of August 2023. The Total number of meals served for the month of August was 2,441. Discussion took place.

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 October 2023. Head Start will be having their Parent Involvement Information/Elections Meetings and Early Head Start will be having a special presentation on "Understanding your Child's Health Growth and Learning Development (18-36 months).

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

The Policy Committee Members were recognized for their participation in the 2022-2023 Policy Committee. They will be recognized for their hard work and dedication throughout the program year.

Announcements: We were reminded that our next Policy Committee Meeting would take place on November 9, 2023.

The meeting adjourned at 11:53 a.m.

Submitted by,

Acting P.C. Secretary