

FOUNDATION FOR EARLY CHILDHOOD EDUCATION, INC.
155 N Occidental Blvd., Los Angeles, CA 90026
POLICY COMMITTEE MEETING
December 12, 2024– 9:30 A.M.-12:00 P.M.

MINUTES

The meeting was called to order at 9:52 a.m.

Roll Call was taken and a quorum was established with 15 members present.

The minutes from our November 14, 2024 (Policy Committee Meeting) were read.

M/S/C Bachler/Marroquin to approve the minutes for November 14, 2024 (Policy Committee Meeting) with corrections.

Our Chairperson presided over today's meeting. She thanked everyone for attending today's Policy Committee Meeting. She informed us that the P.C. Executive Committee met on Wednesday, December 4, 2024 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 for the month of November 2024.

The delegates to the County Policy Council gave their report for the meeting of December 10, 2024.

The Delegate to the Board of Directors provided her report for the meeting of December 18, 2024.

Our Director was not able to be present to provide her report, however, the Parent Involvement Coordinator presented her report. She provided the following information: Foundation is waiting on funding approvals from LACOE to submit BARs. It takes a few months for approvals to be received and projects to be completed. Funding Summary for program year 2025-2026 will be done slightly different this year. LACOE usually releases informational report on how things will be done, for example how many children will be served, etc. by mid-December. All delegate agency Directors have met with LACOE Director, Luis Bautista, one on one to ask for additional funding for Health Benefits and higher pay for staff. Marcie will share the summary report for the 2025-2026 program year once it has been generated. The Parent Involvement Coordinator also informed us that we are only missing 20 staff members this program year, which is the best that it has been in many years. We have long term subs replacing those vacancies still not filled by permanent staff. Foundation's main priority is to make sure that children have consistency and are provided with the best high quality education possible.

The Assistant Director of Family Services, Health and Nutrition provided her report. She provided the following information: There were four unusual incidents to report for the month of November. There was 1 Hand, Foot and mouth outbreak at Park Place, one Gastrointestinal (GI) outbreak at Gregory Park and two child injuries at Lincoln Heights and Estrada. Our attendance was at 81% for Early Head Start and 84% for Head Start. An Analysis report was sent to LACOE to identify the reasons for the low attendance. Recruitment continues for the 2024-2025 program year. Foundation is currently at 95% enrolled in Head Start and 100% enrolled in Early Head Start. We are asking help from our Policy Committee to join our recruitment efforts by helping to go out and recruit with our Family Service Associates and by spreading the word to other families in their communities.

Educational Announcements: The Assistant Director of Education, Jocelyn Tucker was not able to be present to provide her report, however, the Education Coordinator, Ana Mendez, provided her report. Mrs. Mendez informed the parents the following information. In Disabilities we had 4 new referrals in November for the Regional Center and 17 for LAUSD. We had 17 open cases in EHS and 52 in HS for the month of November and we had 2 change of placement to report for the month of November. For Mental Health we had 24 referrals in November, and we had 2 parent referrals and 4 staff referrals. **Educational Events** – November 5th is minimum day for children, on November

14th we have, “When Families Come Together Club”, November 21st we have the Exclusive Inclusive Club, on November 20th, Early Head Start would have completed their first Parent Conferences and on November 22nd, Head Start will have completed the first Child Assessment. The Education Coordinator reviewed the Child Assessment results for both Early Head Start and Head Start with parents. **Upcoming Events** – December 12th, “When Families Come Together Club”, December 16, Transition to Kindergarten Workshop, December 18th, First Parent Conferences are due for Head Start, December 21st “Exclusive Inclusive Club”, December 20th, Professional Development Day for teachers, December 23rd through January 3rd, Winter break, January 6th, Professional Development Day for staff and December 7th, Minimum Day for children.

We received and reviewed the Average Daily Attendance Report for Early Head Start for the month of October 2024. The average daily attendance for the month of October was 85.25% for Head Start, 82.38% 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 October.

We received and reviewed the Claim for Reimbursement Child and Adult Care Food Program for October 2024. The total number of meals served for the month of October was 24,395. Discussion took place.

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

We received the Parent Meeting Calendar for the month of December 2024. Head Start will be having a workshop on School Readiness Goal #3, Approaches to Learning.

The Policy Committee had a special presentation on ERSEA Eligibility Training/Final Rule. The presentation was given by the ERSEA Coordinator, Samantha Garcia.

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

Announcements: We were reminded that our next Policy Committee Meeting will take place on January 9, 2025.

The meeting adjourned at 12:15 p.m.

Submitted by,

Crystal Rodriguez
P.C. Secretary