

FOUNDATION FOR EARLY CHILDHOOD EDUCATION, INC.
155 N Occidental Blvd., Los Angeles, CA 90026

POLICY COMMITTEE MEETING
January 16, 2025– 9:30 A.M.-12:00 P.M.

MINUTES

The meeting was called to order at 9:45 a.m.

Roll Call was taken and a quorum was established with 18 members present.

The minutes from our December 12, 2024 (Policy Committee Meeting) were read.

M/S/C Arevalo/Marroquin to approve the minutes for December 12, 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, January 8, 2025 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 December 2024.

The delegate to the County Policy Council provided her report for the meeting that took place on January 14, 2025.

The Delegate to the Board of Director's gave her report for the meeting of January 15, 2025.

Our Director was not able to be present at today's Policy Committee Meeting, however, the Parent Involvement Coordinator presented her report. She provided the following information: The Director provided an update to the Policy Committee on the recent fires affecting our staff and families. Our first priority here at Foundation is making sure that the children, families and staff are well. Due to the recent strong winds in LA County, many areas surrounding our community have been affected by low quality air and structure fires. Due to this unforeseen circumstance we have had to close many, if not all of our sites. The Director has been in constant communication with the families to make sure that they get the most up to date information possible. The Director understands that families need the centers open because many parents rely on the centers to go to work, attend school or for support. Some of our staff have been affected by the fires and Foundation is working on a plan to support those staff. Fires are not unusual in LA County, however, they are unusual for this time of the year. The Director assured the parents that we do have a procedure in place in times like this. When air quality is bad, children are kept on a rainy day schedule and are not allowed to go outside to play. All classrooms have high quality air filters that clean the air the children breathe inside the classroom. The Director is also maintaining constant communication with LACOE and Licensing. Marcie also informed the Policy Committee that they will be receiving many BARs to review and approve. LACOE has graciously offered additional funding to support program operations. Foundation is requesting additional funding to help offset healthcare costs for staff, additional money for substitutes and support staff (consultants, education specialist). The Director informed us that the RAN has been cleared and that LACOE has been successful. She thanked all the agencies and staff for the great job they did to help support LACOE during this time. Our next monitoring visits will be during the month of March 2025. A group of LACOE Monitors will be visiting sites to review classroom quality, health and safety, IDP's, Home Visits, and Parent Conferences. The Director is confident that Foundation will be successful.

The Assistant Director of Family Services, Health and Nutrition provided her report. She provided the following information: There were three unusual incidents to report for the month of December. There was one Gastrointestinal (GI)

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outbreak at Garden of Progress and two child injuries at Gregory Park and Estrada. Our attendance was at 72% for Early Head Start and 79% 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 97% 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 presented her report. Mrs. Tucker informed the parents the following information. In Disabilities we had 3 new referrals in December for the Early Head Start and two for Head Start. So far, we have 18.2% toddlers with IFSP's and 14.8% children with IEP's. Our required percent is 10% and we are way above that. We also had 4 changes of placements to report for the month of December. For Mental Health we had 6 new referrals for children, 5 new referrals for parents and 4 new referrals for staff in December. Jocelyn reviewed the Mental Health Newsletter that goes out to all the parents. She informed the parents that if they have not received the newsletter, to please speak to their teachers. **Educational Events** – Conscious Discipline January 29th, February 5th and February 19th, 2025, there will be Go, Grow, Glow Nutrition Trainings in the classrooms, some Staff attended the National Head Start-Family Engagement Conference, Minimum day for children will be February 4th, Professional Development on February 7th, Schools will also be closed on February 17th for Presidents Day. The teachers also took advantage of the high winds that took place in Southern California and made kites and paper wind chimes for the children to try out in the wind.

We received and reviewed the Average Daily Attendance Report for Early Head Start for the month of November 2024. The average daily attendance for the month of November was 83.59% for Head Start, 81.25% 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 November.

We received and reviewed the Claim for Reimbursement Child and Adult Care Food Program for November 2024. The total number of meals served for the month of November was 14,925. 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 January 2025. Head Start will be having a workshop on School Readiness Goal #1, Language and Literacy/DLL.

We received and reviewed BAR/RAA 44-282 Target HSB-Operational Enhancement & Sub.

M/S/C Maldonado/Nuñez to approve BAR/RAA 44-282 Target HSB-Operational Enhancement & Sub.

We received and reviewed BAR/RAA 44-283 Target Funding-HS CO I LCE Recruitment Supplies.

M/S/C Maldonado/Nuñez to approve BAR/RAA 44-283 Target Funding-HS CO I LCE Recruitment Supplies.

We received and reviewed BAR/RAA 44-284 Target Funding-HS CO I LCE Project.

M/S/C Maldonado/Nuñez to approve BAR/RAA 44-284 Target Funding-HS CO I LCE Project.

We received and reviewed BAR/RAA 44-285 Target – EHB – Operational Enhancement.

M/S/C Maldonado/Nuñez to approve BAR/RAA 44-285 Target – EHB – Operational Enhancement.

We received and reviewed BAR/RAA 44-292 Target Funding – EHS CCP EXP CO1-Recruitment Supplies-10k.

M/S/C Maldonado/Nuñez to approve BAR/RAA 44-292 Target Funding – EHS CCP EXP CO1-Recruitment Supplies-10k.

We received and reviewed BAR/RAA 44-297 Target Funding – EHS CCP -EXP CO1 Projects.

M/S/C Maldonado/Nuñez to approve BAR/RAA 44-297 Target Funding – EHS CCP -EXP CO1 Projects.

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

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Announcements: We were reminded that our next Policy Committee Meeting will take place on February 13, 2025.

The meeting adjourned at 11:42 a.m.

Submitted by,

Crystal Rodriguez
P.C. Secretary