

Approved on January 15, 2026

FOUNDATION FOR EARLY CHILDHOOD EDUCATION, INC.

155 N Occidental Blvd., Los Angeles, CA 90026

POLICY COMMITTEE MEETING

December 11, 2025 – 9:30 A.M.-12:00 P.M.

MINUTES

The meeting was called to order at 9:55 a.m.

Roll Call was taken and a quorum was established with 21 members present.

The minutes from our November 13, 2025 Policy Committee Meeting were read.

M/S/C Calel/Gomez to approve the minutes for November 13, 2025 Policy Committee Meeting with corrections.

Our Chairperson thanked everyone for attending today's Policy Committee Meeting. She informed us that the P.C. Executive Committee met on Wednesday, December 3, 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 November 2025.

The delegates to the County Policy Council gave their report for the meeting of December 9, 2025.

The Delegate to the Board of Directors provided her report for the meeting of November 19, 2025.

Our Director presented her report. She reported the following information: The Director reviewed the independent audit report with the Policy Committee. The audit is conducted every year by an independent audit firm selected by Foundation's Board of Directors. Once the audit is completed, representatives from the selected firm attend the Board of Director's Meeting and provide a report of the audit outcomes to the Board of Director's for their approval. The audit results are also shared with the Policy Committee at their monthly Policy Committee Meeting. The Director stated that there were no finding in the 2024-2025 audit that was conducted this year. The Director also stated that we continue to hire new staff and fill vacant positions with substitutes to ensure all children are well taken care of. The Director also reminded parents to be aware of their calendars as winter break is quickly approaching. School will be out from December 19th, 2025 through January 5th, 2026. She also reminded parents that Tuesday, January 6, 2026 will be a minimum day for students. The Director informed the parents that Foundation Administrative staff is working on the Refunding Application for PY 2026-2027. She is inviting members of the Executive Committee to meet with her to review Schedule I & K. Schedule I & K focuses on the calendar for the year and how many children will be placed in each class. The Director informed parents that we are expecting a Federal Review, LACOE Executive Director Luis Bautista, has informed its delegate agencies that he expects the review to take place sometime in January, however we have not received any formal notification from the Office of Head Start. We will provide any new information to parents as soon as it becomes available.

The Assistant Director of Family Services, Health and Nutrition provided her report. She provided the following information: There was four unusual incidents to report for the month of November 2025. There were two gastrointestinal outbreaks at Echo CDC and Euclid and one hand, foot and mouth outbreak at Pico Gardens. There was also one injury reported Echo Park Head Start. Our attendance was at 80% for Early Head Start and 81% for Head Start. An Analysis report was sent to LACOE to identify the reasons for the low attendance. Recruitment continues for the 2025-2026 program year. Foundation is currently at 97% enrolled in Head Start and 100% enrolled in Early Head Start. The Family Service Associates continue with their ongoing recruitment efforts. The Assistant Director also reported that we are currently preparing for our upcoming food service review.

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Educational Announcements: The Assistant Director of Education, Jocelyn Tucker presented her report. Mrs. Tucker informed the parents the following information. For Disabilities, in our Child Plus data base we have a new way to print reports and look at numbers, so in Early Head Start we have 13% of the children with open concerns, that is a child who has been submitted for referral or in the process of having an assessment for special education or regional center services. In Head Start we have 25% open concerns, and these are children who may be experiencing delays in speech, challenging behavior, that have not been assessed yet. In Early Head Start and Head Start we had 0 IEP/IFSPs for the month of November. We had 3 new referrals for the regional center in EHS and 6 new referrals for LAUSD for Head Start. In Wellness we had 8 new referrals for children, 1 for a parent and 4 for staff. **Education Events:** Teachers had a minimum day on November 4th to help with recruitment efforts from 2:30-4:00 pm, Panel Interviews were held on November 12, 2025, the first Parent Conferences were completed on November 8, 2025, Foundation held a Mobil market pop up at Estrada on November 12, 2025, Education held a Rising Leaders Meeting on November 20, 2025 and the students at Estrada had a walking field trip to help the Seniors water the Grow Good Garden on November 19, 2025.

We received and reviewed the Average Daily Attendance Report for Early Head Start for the month of October 2025. The average daily attendance for the month of October was 85.04% for Head Start, 79.6% for Early Head Start. An ADA Analysis report was sent to LACOE to explain the reason why Early Head Start 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 2025. The total number of meals served for the month of October was 22,207. 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 2025. Head Start will be having a workshop on School Readiness Goal #4, Language and Literacy/DLL.

We held Elections for two new delegates to the Policy Council. The following members were elected:

-Representing Head Start: Lissette Paz

-Representing Early Head Start: Martha Cerpas

We received and reviewed the results for the Annual Single Audit Report for PY 2024-2025.

M/S/C Ramirez/Marroquin to approve the Annual Single Audit Report for PY 2024-2025.

The Policy Committee had a special presentation from ERSEA/Final Rule (Eligibility, Recruitment, Selection, Enrollment & Attendance). The presentation was given by the staff from the ERSEA Department, 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 15, 2026.

The meeting adjourned at 12:07 p.m.

Submitted by,

P.C. Secretary