

*Approved on September 11, 2025*

FOUNDATION FOR EARLY CHILDHOOD EDUCATION, INC.

155 N Occidental Blvd., Los Angeles, CA 90026

**POLICY COMMITTEE MEETING**

**August 14, 2025– 9:30 A.M.-12:00 P.M.**

**MINUTES**

The meeting was called to order at 9:43 a.m.

Roll Call was taken and a quorum was established with 13 members present.

The minutes from our July 10, 2025 (Policy Committee Meeting) were read.

M/S/C Maldonado/Bachler to approve the minutes for July 10, 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, August 6, 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 July 2025.

The delegates to the County Policy Council provided their report for the meeting that took place on July 8, 2025 and August 12, 2025.

The Delegate to the Board of Director's gave her report for the meeting of July 16, 2025.

Our Director presented her report. She provided the following information: We are excited about the new year. This was a very short summer for us and we have a long list of things to do, in a short amount of time. Parents are also very excited to start the new year early this year. Our enrollment is going good, we are fully enrolled in Early Head Start and close to being fully enrolled in Head Start. Many parents wait until the start of the new year to start enrolling their children. The FSA's and other staff are out at community events trying to enroll new families and hope to be fully enrolled in Head Start in a short period of time. The Director informed us that she would be meeting with the Assistant Director of Family Services, Health and Nutrition in case we need to adjust class sizes. Hiring is going really well. We have two new FSA's starting soon, we also have a couple on leave. We are completing some projects at some sites. We have a few sites getting new kitchens, as well as flooring and painting. Echo park is getting a playground. She also informed us that Foundation is at the end of our Union negotiations, they should be finalized by September 2025. We talked a little bit about public benefit, regulation and immigration.

The Assistant Director of Family Services, Health and Nutrition could not be present at today's PC Executive Committee Meeting. The Parent Involvement Coordinator presented her report. She informed parents that we had no unusual incidents and attendance to report for the month of July, as the children are on summer break. In terms of enrollment for the 2025-2026 program year, we are 88% enrolled in Head Start with 54 remaining slots to fill and 100% enrolled in Early Head Start with 53 children on the wait list. The Family Service Associates continue to recruit by attending community events, leaving flyers in doors, building community partnerships and passing out flyers at super markets, laundry matts and parks.

**Educational Announcements:** The Assistant Director of Education, Jocelyn Tucker was unable to attend our meeting, however she sent a video with a quick overview of the Education Department Reports for July 2025. In the Disabilities Department, there were 3 new referrals made to the regional center, LAUSD

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completed 3 assessments, we accepted 16 toddlers with IFSPs and 47 preschoolers with IEPs and participated in 10 IEP meetings. We did not have any referrals to the Wellness Department in July. In July all of the teachers were on vacation and most administrators and supervisors took some vacation time as well. During the summer the education team updated policies and procedures and prepared for the pre-service training. **Upcoming Events:** Open House took place on August 11, 2025 for Early Head Start and August 12, 2025 for Head Start.

We received and reviewed the Average Daily Attendance Report for the month of June 2025. The average daily attendance for the month of June was 76.16% for Head Start and 76.3% 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 June 2025.

We received and reviewed the Claim for Reimbursement Child and Adult Care Food Program for June 2025. The total number of meals served for the month of June was 18,525. Discussion took place.

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

We did not receive a Parent Meeting Calendar for the month of August 2025. Parent Orientations begin on August 21<sup>st</sup>, 2025 for Early Head Start and August 28<sup>th</sup>, 2025 for Head Start.

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

The Policy Committee acknowledged and presented the delegate, Dulce Quiroz, for her one year of service of with the PC Executive Committee. Ms. Quiroz will be working with LACOE and will no longer serve as the Policy Committee delegate for her site, as it would be a conflict of interest.

Announcements: We were reminded that our next Policy Committee Meeting will take place on September 11, 2025.

The meeting adjourned at 11:06 a.m.

Submitted by,

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Crystal Rodriguez  
P.C. Secretary