

Approved on December 11, 2025

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

**POLICY COMMITTEE MEETING**  
**November 13, 2025 – 9:30 A.M.-12:00 P.M.**

**MINUTES**

The meeting was called to order at 9:56 a.m.

Roll Call was taken and a quorum was established with 16 members present.

The minutes from our October 9, 2025 Policy Committee Meeting were read.

M/S/C Maldonado/Paz to approve the minutes for October 9, 2025 Policy Committee Meeting with corrections.

Our Chairperson thanked everyone for attending todays Policy Committee Meeting. She informed us that the P.C. Executive Committee met on Wednesday, November 5, 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 October 2025.

The delegates to the County Policy Council gave their report for the meeting of October 14, 2025 and November 4, 2025.

The Delegate to the Board of Directors provided her report for the meeting of October 15, 2025.

Our Director presented her report. She provided the following information: In terms of enrollment for the 2025-2026 program year, we are looking into converting around 40 slots into Early Head Start slots. We are still awaiting licensing to approve increasing the slot capacity for three additional slots at Santa Monica Head Start, we currently have a capacity of 12 and we would like to increase it to 15 slots. For the upcoming program year, we will be closing our Soto site. Soto is located in LAUSD property and it is very hard to get approval to make any necessary changes to the site. The Refunding application is due to LACOE at the End of January 2026, which includes Schedule I & K and will also reflect any changes to the program. The Refunding application summary and Schedule I & K will be reviewed with the Board of Directors and the Policy Committee during their meeting January 2026 for approval before submitting it to LACOE. Lastly, the office of Head Start will be conducting a review of LACOE and its delegate agencies, we do not know the exact date that they will be coming out, however we do know that it will be sometime early next year.

The Assistant Director of Family Services, Health and Nutrition provided her report. She provided the following information: There was one unusual incident to report for the month of October. There was 1 property damage at Ramona Gardens. Our attendance was at 80% for Early Head Start and 85% 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 94% enrolled in Head Start and 100% enrolled in Early Head Start. We had staff from LACOE come join us in our recruitment efforts. They joined Foundation staff in going out into the community and recruiting.

**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 15% 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 50 open concerns,

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and these are children who may be experiencing delays in speech, challenging behavior, that have not been assessed yet. In Early Head Start we have 17 children with an IEP/IFSP, which is 25% in Head Start, we are required to have at least 10%. In Head Start we are at 14%, we have 40 IEP's. We are above the required 10% of serving children with special needs. In Wellness our 45day requirement are the Ages and Stages Questionnaire (ASQs), which identifies children who may be in the need of more assessments. In Early Head Start we have completed 87% of those assessments and in Head Start we are at 88% complete. The ones that have not been completed yet, are usually for those students that have started late. In education we've had 88% of home visits completed in Early Head Start and 91% completed in Head Start. Parent Conferences are also being completed and entered into the data base. The Assistant Director, Jocelyn Tucker also reviewed the results for the first DRDP for Head Start and Early Head Start for Fall 2025. Parents receive their child's individual DRDP results during their first parent conference.

We received and reviewed the Average Daily Attendance Report for Early Head Start for the month of September 2025. The average daily attendance for the month of September was 87.49% for Head Start, 85.67% 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 September.

We received and reviewed the Claim for Reimbursement Child and Adult Care Food Program for September 2025. The total number of meals served for the month of October was 20,184. 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 November 2025. Head Start will be having a workshop on School Readiness Goal #3, Approaches to Learning.

The Policy Committee had a special presentation on Autism Spectrum Disorder. The presentation was given by the staff from the Disabilities Department, Asiya Mahmoud & Ashley Garcia. The following information was provided in the presentation: What is Autism? Early Signs and Indicators, Key Characteristics, Early Diagnosis & Resources for Parents.

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 December 11, 2025.

The meeting adjourned at 12:12 p.m.

Submitted by,

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P.C. Secretary