

Approved on October 9, 2025

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

**POLICY COMMITTEE MEETING**  
**September 11, 2025– 9:30 A.M.-12:00 P.M.**

**MINUTES**

The meeting was called to order at 9:53 a.m.

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

The minutes from our August 14, 2025 (Policy Committee Meeting) were read.

M/S/C Arevalo/Maldonado to approve the minutes for August 14, 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, September 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 August 2025.

The delegate to the County Policy Council provided her report for the meeting that took place on August 12, 2025.

The Delegate to the Board of Director's gave her report for the meeting of August 20, 2025.

Our Director was unable to attend our PC Executive Committee Meeting, however, the Parent Involvement Coordinator presented her report. She provided the following information: Our Director presented her report. She provided the following information: All of our classes are open. We have a lot of new staff and returning staff from their leave. We have also been conducting interviews for positions other than teachers and FSA's, including a new Coordinator. A recommendation has been made for the position of Wellness Coordinator. The Director informed us that Foundation is finishing up some projects at some sites. September is the last month that we can use funding dollars that were approved by the Policy Committee last program year. The Director announced that we are gearing up to start working on the 2026-2027 program year funding application. LACOE will be hosting a meeting to provide assistance with the refunding applications for Federal and State that are due in November. We do not anticipate any increases in funding for the upcoming year. Foundation will not be asking for any additional slots, as that is a whole different process. We just have to state in the application that we are interested in continuing with the 232 slots. The Director has been working on a request for funding proposal for the Los Angeles City of Parks and Recreation. They have multiple sites available for use and Foundation is interested in three of the sites. Foundation also put in a request for Target Funding to help initiate a Nutrition project. We asked for the additional funding to include fresh fruit and vegetables to our ongoing and regular food service and to put gardens up at the sites. Foundation received communication from LACOE informing us that we continue on Standard Monitoring. LACOE monitors all its delegate agencies every year to determine if an agency needs additional support aside from what is being monitored and has determined that Foundation does not require the additional support.

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 August 2025. There was

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1 Hand Foot & Mouth outbreak at Fountain, 1 injury at Ramona Head Start and 1 other incident in the Main Office. She reported that attendance for the month of August was 88% at Early Head Start and 88% at Head Start. Recruitment continues for the 2025-2026 program year. Foundation is currently at 84% enrolled in Head Start and 99% enrolled in Early Head Start. We ask for the Policy Committee's help to join our recruitment efforts by spreading the word to other families in their communities.

**Educational Announcements:** The Assistant Director of Education, Jocelyn Tucker presented her report. She reported on information for Disabilities, Mental Health and Education. In disabilities we had 4 new referrals to the Regional Center, for Early Head Start and no new referrals for LAUSD for Head Start. We did not have any assessments in August. We have 20 open cases for Early Head Start and 46 open cases open for Head Start. We have surpassed the 10% required by LACOE. We did not have any IEP meetings in August, however we did have 3 change of placements. In Wellness we had 1 referral for a child, 2 referrals for parents and 3 referrals for staff. In the Education Department teachers returned on August 1, 2025 and we had Pre-Service training on August 4<sup>th</sup> through 8<sup>th</sup> for Head Start and Early Head Start. EHS classes began on August 11<sup>th</sup> and August 12<sup>th</sup> for Head Start. Parent Orientations were held on August 21, 2025 for Early Head Start and August 28, 2025 for Head Start Children. **Upcoming Events:** When Families Come Together club on August 18<sup>th</sup>, Professional Development Day- Non-Children day on August 19, 2025 and the Exclusive Inclusive Club on August 25, 2025. The Assistant Director also asked parents to be on the lookout for the invites to the workshops. Lastly, Jocelyn informed the parents that we are very excited to have 4 foster grandparents volunteering at some of our sites.

We do not have an average daily attendance report for the month of July because the children are currently on summer break.

We do not have a Claim for Reimbursement Child and Adult Care Food Program for July 2025 because the children are currently on summer break.

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 September 2025. Head Start and Early Head Start will be having their Parent Involvement Information/Elections Meetings.

We reviewed the information on Toileting, Diapering and Positive Guidance.

We received and reviewed the revised Policy Committee By-Laws for 2025-2026.

M/S/C Paz/Maldonado to approve the Policy Committee By-Laws for 2025-2026.

We received and reviewed the Proposal for the use of Parent Education Funds 2025-2026.

M/S/C Maldonado/Arevalo to approve the use of Parent Education Funds 2025-2026.

We received and reviewed the Policy Committee Reimbursement Policy 2025-2026.

M/S/C Arevalo/Maldonado to approve the Policy Committee Reimbursement Policy 2025-2026.

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

We had a very special presentation to recognize all the parents in the Policy Committee for their hard work and dedication during the Program Year 2024-2025. Parents received certificates of participation and a small token of our appreciation of their year of service.

**Announcements:** We were reminded that our next new Policy Committee Training will be held on September 29 & 30, 2025. We were also informed that if we have any former parents whose children are

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going to Kindergarten and wish to continue being part of the Policy Committee as Community Representatives, they must fill out a Community Representative application before the training day.

The meeting adjourned at 11:47 a.m.

Submitted by,

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Crystal Rodriguez

P.C. Secretary