



Policy Council Meeting Minutes
 Location: 500 Ellinwood Way, Pleasant Hill, CA



Date: 8/17/16

Time Convened: 6:09 PM

Time Terminated: 8:09 PM

Recorder: Fabiola Ribeiro

TOPIC	RECOMMENDATION / SUMMARY
Review Desired Outcomes and Meeting Rules	<ul style="list-style-type: none"> • Veronica Covarrubias, Chair, called the meeting to order at 6:09 pm. • Lettie Dyer, Parliamentarian, reviewed the desired outcomes and meeting rules.
Public Comment	<ul style="list-style-type: none"> • None
Correspondence	<ul style="list-style-type: none"> • None
Staff Recognition	<p>The following staff were recognized for their excellent work with the children and the families:</p> <ul style="list-style-type: none"> • Ana Chavarria, Associate Teacher from Verde Center • Daryn Rollins, Early Childhood Educator from Crossroads High School • Tassadit Aksoum, Early Childhood Educator from Crossroads High School <p>Both Ms. Rollins and Ms. Aksoum attended the meeting and received their certificate and book.</p> <p>Ms. Chavarria was not able to attend the meeting; her certificate and book will be sent to the Center.</p>
Administrative Reports <ul style="list-style-type: none"> • CSB Director • Assistant Director • Fiscal 	<p>Camilla Rand, Community Services Bureau (CSB) Director welcomed participants and acknowledged our Policy Council (PC) Representatives who served for their three year term as representatives and for whom this meeting would be their last year on the Policy Council.</p> <p>Administrative report included the following:</p> <ul style="list-style-type: none"> • CSB received an official report with results from the Leadership, Governance, and Monitoring System (LGMS) Review that took place June 23rd – 24th. Results from the report were positive; all twelve (12) indicators were determined to be in compliance. Camilla acknowledged Derrick Mata, Los Nogales Rep, and Lettie Dyer, Parliamentarian, who were interviewed by one of the Federal Reviewer. A copy of the report was passed around for reps to review. <p>Janissa Rowley, Assistant Director acknowledged the staff who work to support our PC Meetings to include:</p> <ul style="list-style-type: none"> • The Central Kitchen staff under Velma Braggs and Sophia Talbot’s leadership for the delicious dinner. • The Site Supervisor/center staff for transporting parents to our meetings.

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	<ul style="list-style-type: none"> • The teaching staff for extending their work hours to provide child care during the meetings. <p>Janissa presented the following program updates:</p> <ul style="list-style-type: none"> • Managers and teachers are busy preparing the classrooms for the new fiscal year. The teaching staff received in-service training in July and received a refresher on child assessments, screenings, and classroom enhancements. • CSB continues to participate in Quality Rating Improvement System (QRIS). QRIS has supported CSB in enhancing the classroom environment through the purchase of materials and equipment to support children’s learning, and training to promote teachers’ professional development. Last year, twelve of our centers received a rating of 4 and three received a rating of 5 – the highest rating possible. As a result of these ratings CSB QRIS funding is maximized allowing our goal to improve program quality to continue. • Six comprehensive services staff including Comprehensive Services Assistant Managers (CSAMs) and clerks completed the Family Development Credential training. This was an intensive training that focused on how to effectively work with families. The training promotes competencies among family services workers in CSB. • Two special projects are being planned for the parents and families: 1) CSB will be introducing a new parent curriculum “Make Parenting a Pleasure.” Key curriculum topics include: self-care, stress and anger management, understanding child development, communication skills, and positive discipline. 2) “Family Financial Fitness” workshops will be offered to families to educate them on ways to strengthen their financial knowledge and to provide them with opportunities to practice budgeting, savings techniques, opening bank accounts, and other improving credit scores/histories. Families will be informed when both projects are ready for implementation. • Contra Costa County is one of the growing counties whose official policy is to use Integrated Pest Management techniques to manage pest problems on County Properties. This policy is reassurance for our families that all CSB centers are safe from risk of toxic pesticides. All staff will be trained on how to manage pests that invade classrooms and child care facilities. Families will also be provided with information and resources on how to manage pest problems in their home. <p>Janissa presented CSB enrollment and attendance statistics:</p> <ul style="list-style-type: none"> • Enrollment for the month of June was 100.00% for Head Start, Early Head Start and Early Head Start Child Care Program Partnership. Attendance was below 85% for Head Start due to families documenting illnesses and family emergencies. Attendance for Early Head Start and Early Head Start Child Care Program Partnership combined was 86.2%. Many of these absences were the result of families taking vacations in June as the elementary school year ended this month. • Great start with the new fiscal year as program’s enrollment for the month of July was 94.6% enrolled in Head Start, at 100.00% in Early Head Start (EHS) and 91.6% in Early Head Start-Child Care Partnership (EHS-CCP). We lost one provider but in the process of signing on a new provider. Attendance for EHS and EHS-CCP is close to 85.00% which is due to some families still being on vacation at this time and others aging out of the program. Staff is currently working to ensure all vacant slots are filled quickly.

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	<p>Angela Teixeira, Accounting Technician, presented the following fiscal reports:</p> <ul style="list-style-type: none"> ○ 2016 Head Start Program: June 2016 year to date cash expenditures were \$6,232,352 YTD, which represents 40% of the program budget. ○ 2016 Early Head Start Program: April 2016 year to date cash expenditures were \$1,899,575 YTD, which represents 55% of the program budget. ○ 2016 Early Head Start – CC Partnership: April 2016 year to date cash expenditures were \$2,114,741 YTD, which represents 85% of the program budget. ○ Credit Card expenditures for all programs, including Head Start and Early Head Start, for the month of May 2016 were \$9,608.45 and for the month of June 2016 were \$6,920.51 ○ Child and Adult Care Food Program: Total number of meals served including breakfast, lunch, and supplements for the month of March 2016 were 47,592, for the month of April 2016 were 43,145, for the month of May 2016 were 35,432, and for the month of June 2016 were 30,580. Please note these items were presented at the August 17, 2016 meeting as they were inadvertently not discussed at the June 15, 2016 meeting.
<p>Training: Voter Registration Campaign</p>	<p>Renee Zeimer, Secretary for the Economic Opportunity Council (EOC), introduced EOC and announced there is an opening in their Low-Income sector for those interested in applying. Ms. Zeimer introduced EOC Chair Ajit Kaushal and other members in attendance at the meeting.</p> <p>Ms. Zeimer shared information about the Voter Education & Registration Project “Your Voice/Your Vote 2016” below followed by a video.</p> <ul style="list-style-type: none"> ○ <u>Purpose:</u> (1) To identify new and occasional voters in Contra Costa County, educate them about the importance of voting and register them to vote. (2) Expand the pool of trained voter education/ registration volunteers and poll workers in areas of Contra Costa County with low voter participation. (3) Recruit volunteers to gather candidate information for <i>Voter’s Edge California (VEC)</i>. ○ <u>Training, Registration & Recruitment Program:</u> 1) “Your Voice/Your Vote 2016” team will organize and provide three voter education/registration trainings. Trainings will include how to register to vote, where to find good ballot information and ways to vote. 2) With newly trained volunteers and experienced <i>Your Voice/Your Vote 2016</i> team members, voter registration/information tabling will occur at Head Start centers and community events beginning late September through October. Times and duration of events will vary. 3) Newly trained volunteers will be recruited to serve as poll workers and to gather candidate information for <i>VEC</i>. ○ <u>Method:</u> The <i>Your Voice/Your Vote 2016</i> team will organize and provide three voter education/ registration trainings to Head Start parents in West, Central and East County. Trainings also will be open to members of partner organizations and groups. <u>Newly trained volunteers will commit to a minimum of 2 events</u> tabling at Head Start Centers and community events, mostly in East and Central parts of Contra Costa County. Newly trained volunteers

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	<p>will be given information about working at the polls on Election Day, November 8, 2016. Newly trained volunteers will also be recruited to gather candidate information for VEC.</p> <ul style="list-style-type: none"> ○ <u>Timeline:</u> <ul style="list-style-type: none"> Sept. 19-23 - Volunteer Trainings (3 – 1.5 hour sessions) - Recruitment for VEC - Poll worker recruitment Sept. 26-Oct. 24 - Voter Registration/Information Tabling with focus on Tuesday, Sept. 27 - National Voter Registration Day ○ <u>Outcomes:</u> <ol style="list-style-type: none"> 1. Train a minimum of 15 voter education/registration volunteers. 2. Register a minimum of 10 voters at each tabling event. 3. Provide poll worker information to a minimum of 15 volunteers. 4. Recruit a minimum of 3 volunteers to gather candidate information for VEC. <p>Ms. Zeimer introduced Ava Sudduth, President of Pearls of Purpose, Marco Hernandez, and Deena Jones, a Pearls of Purpose volunteer and a former Policy Council member – all of whom discussed and shared their thoughts about the importance of voting.</p> <p>A sign-in sheet was distributed and PC reps interested in participating with the project were encouraged to sign up.</p>
Subcommittee updates	<ul style="list-style-type: none"> ● Veronica Gutierrez, Program Services Subcommittee, shared that Christina Reich, Division Manager, provided an overview of the Early Head Start-Child Care Partnership Funding application. Ms. Reich explained the purpose of the grant is to acquire up to 5 million dollars to add 205 new Early Head Start slots for children 0-3 year olds. In addition, EHS-CCP funding will pay for the state part of the program until the child ages out of the program for families that lose subsidy/no longer eligible. ● Sheila Frazier, Nutrition Subcommittee member, shared portion size of different foods was discussed. She also discussed the importance of reading the labels on food packages when measuring food portions to avoid overeating. ● Lettie Dyer, Fiscal Subcommittee member acknowledged the EHS-CCP for earning 100% in-kind.
<p>Action: Consider approval of New Hires</p>	<p>Reni Radeva, Personnel Services Assistant III, presented the recommended new hires and asked the Policy Council to approve the decision to hire:</p> <p>Personnel Services Assistant II:</p> <ul style="list-style-type: none"> ➤ Swashant'e Dillon – Civic Office <p>Site Supervisor II:</p> <ul style="list-style-type: none"> ➤ Marilyn Doss – Verde Child Care <p>A motion to approve the recommended new hires was made by Ana Perez and seconded by Rachel Allen. The motion was approved.</p>

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<p>Action: Consider Approval of EHS- Partnership Grant</p>	<p>Ron Pipa, Comprehensive Services Manager, gave an overview of the 2017 EHS-Partnership grant application including the Budget Summary (see below) and explanation of the purpose of the grant which is to acquire up to 5 million dollars to add approximately 200 new Early Head Start slots for children 0-3 years old.</p> <p>BUDGET SUMMARY</p> <table border="1" data-bbox="512 984 1686 1442"> <thead> <tr> <th data-bbox="512 984 1293 1094">Budget Categories:</th> <th data-bbox="1293 984 1686 1094">FY 2017 EHS Child Care Partnership Operation</th> </tr> </thead> <tbody> <tr> <td data-bbox="512 1094 1293 1162">Personnel</td> <td data-bbox="1293 1094 1686 1162">\$ 1,238,500</td> </tr> <tr> <td data-bbox="512 1162 1293 1230">Fringe Benefits</td> <td data-bbox="1293 1162 1686 1230">\$ 978,415</td> </tr> <tr> <td data-bbox="512 1230 1293 1299">T & TA</td> <td data-bbox="1293 1230 1686 1299">\$ 125,000</td> </tr> <tr> <td data-bbox="512 1299 1293 1367">Travel</td> <td data-bbox="1293 1299 1686 1367">\$ - 0 -</td> </tr> <tr> <td data-bbox="512 1367 1293 1442">Supplies</td> <td data-bbox="1293 1367 1686 1442">\$ 67,785</td> </tr> </tbody> </table>				Budget Categories:	FY 2017 EHS Child Care Partnership Operation	Personnel	\$ 1,238,500	Fringe Benefits	\$ 978,415	T & TA	\$ 125,000	Travel	\$ - 0 -	Supplies	\$ 67,785																																																										
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	Contractual	\$ 2,056,156	A motion to approve the recommended 2017 EHS-CCP Grant was made by Veronica Gutierrez and seconded by																																																																							
	Other	\$ 270,344																																																																								
	Sub-Total of Direct Charges	\$4,736,200																																																																								
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Action: <ul style="list-style-type: none"> Consider Approval of the June 15th, 2016 	<p>The minutes of the June 15th, 2016 Policy Council minutes were reviewed and no corrections were noted.</p> <p>A motion to approve the June 15th, 2016 Policy Council minutes was made by Veronica Gutierrez and seconded by Rachel Allen. The motion was approved.</p>																																																																									

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	Shanaz Staneckzai				Marilyn Lucey
	Lettie Dyer				Katie Melara
	Andrea Ceja				Janelle Lafrades
	Maya Ochoa				Suraj Shah
Report: Final 2015-2016 DRDP Outcomes Report	<p>Amy Wells, Education Manager provided an overview of the Final DRDP outcomes assessment and explained the following:</p> <ul style="list-style-type: none"> ○ The Desired Results Development Profile (DRDP) assessment is required by the State and is conducted 3 times a year. The DRDP is not a test, but observations conducted on children in the classroom. Activities are individualized for each child according to the data collected. ○ Parents will receive a report from data collected on their children. <p>Amy presented the Preschool outcomes were discussed as follows:</p> <ul style="list-style-type: none"> ○ <u>Approaches to Learning-Self Regulation</u> - The Approaches to Learning – Self-Regulation domain includes such child behaviors such as attention maintenance, self-control, engagement and persistence, and shared use of space. Of the 570 preschool children assessed, 76% scored at the top three levels of the assessment in this domain. ○ <u>Social and Emotional Development</u> - The Social Emotional Development domain includes such child behaviors such as identity of self, social and emotional understanding and relationships with peers and adults. Of the 570 preschool children assessed, 78% scored at the top three levels of the assessment in this domain. ○ <u>Language and Literacy Development</u> - The Language and Literacy Development domain includes such child abilities such as interest in literacy, concepts about print, letter and word knowledge and emergent writing. Of the 570 preschool children assessed, 78% scored at the top three levels of the assessment in these two domains. ○ <u>Cognitive Development</u> - The Cognitive Development domain includes math and science skills such as measurement, patterning, cause and effect, and classification. Of the 570 preschool children assessed, 73.5% 				

TOPIC	RECOMMENDATION / SUMMARY
	<p>scored at the top three levels of the assessment in this domain.</p> <ul style="list-style-type: none"> ○ <u>Physical Development and Health</u> - The Physical Development and Health domain includes such child behaviors such as gross and fine motor skills, safety, active physical play and nutrition. Of the 570 preschool children assessed, 68% scored at the top three levels of the assessment in this domain. <p>Ron Pipa, Education Manager, provided an overview of the Infant and Toddler outcomes of the Final DRDP outcomes assessment and explained the following:</p> <ul style="list-style-type: none"> ○ <u>Approaches to Learning-Self Regulation</u> - The Approaches to Learning – Self-Regulation domain includes such child behaviors such as attention maintenance, self-comforting, imitation, and curiosity and initiative. Of the 230 children assessed, 66% scored at the top two levels of the assessment in this domain. ○ <u>Social and Emotional Development</u> - The Social Emotional Development domain includes such child behaviors such as identity of self, social and emotional understanding and symbolic and socio-dramatic play and relationships with peers and adults. Of the 230 children assessed, 65% scored at the top two levels of the assessment in this domain. ○ <u>Language and Literacy Development</u> - The Language and Literacy Development domain includes such child abilities such as understanding of receptive language, responsiveness to language, reciprocal communication, and interest in literacy. Of the 230 children assessed, 58% scored at the top two levels of the assessment in these two domains. ○ <u>Cognitive Development</u>- the Cognitive Development domain includes math skills such as spatial relationships, number sense of quantity, cause and effect, and classification. Of the 230 children assessed, 59% scored at the top two levels of the assessment in this domain. ○ <u>Physical Development - Health</u> - The Physical Development and Health domain includes such child behaviors such as gross and fine motor skills, safety, personal care routines, and perceptual motor skills. Of the 230 children assessed, 74% scored at the top two levels of the assessment in this domain.
<p>Report: Community Assessment Executive Summary Report</p>	<p>Item tabled for next Policy Council meeting on September 24, 2016.</p>
<p>Report: 2015 Annual Report</p>	<p>Nelly Ige, Comprehensive Services Manager, presented an overview of the 2015 Annual Report. 2015 Annual Report booklets were distributed to all Policy Council Representatives.</p>
<p>Report: 2nd Period Semi-Annual Report</p>	<p>Carolyn Nguyen, Administrative Services Assistant III, presented an overview of the 2nd Period Semi-Annual Report.</p> <p>Description: Community Services Bureau implements a process of ongoing monitoring of its operations and services that includes: (1) using measures, tools, or procedures to implement the system of ongoing monitoring; (2) assigning staff and consultants to the ongoing monitoring of each service; (3) collecting, analyzing and reporting on the program’s progress</p>

TOPIC	RECOMMENDATION / SUMMARY							
	<p>towards its own goals for quality; and (4) following-up on and correcting any weaknesses identified through ongoing monitoring.</p> <p>The summary report as follows reflects the compiled results of the monitoring conducted for the period of <u>January 2016 through June 2016</u>.</p> <p>Summary of Monitoring Activities:</p> <p>Monitoring was conducted for directly operated CSB centers, partner agency centers, and the Delegate Agency, First Baptist Head Start. This report highlights the monitoring results in the areas of Health and Safety, Comprehensive Services, Education, and Classroom Assessment Scoring System (CLASS) for preschool classrooms.</p> <p>Data sources utilized by the team included: child and family files, classroom observations, CLOUDS database reports, and parent and staff interviews.</p> <ul style="list-style-type: none"> • 403 Child and Family Files Reviewed • 18 classrooms sampled for Health and Safety • 47 directly operated, partner and delegate agency infant, toddler, and preschool classroom environments observed • 34 classrooms received CLASS Observations completed <table border="1" data-bbox="575 719 1919 1490"> <thead> <tr> <th data-bbox="575 719 1919 760">HEALTH AND SAFETY</th> </tr> </thead> <tbody> <tr> <td data-bbox="575 760 1919 922"> <p>Top 3 Strengths:</p> <ul style="list-style-type: none"> ➤ Head counts are completed, current & accurate; counts in binder are complete. ➤ All staff and children in attendance are signed into CLOUDS. ➤ Staff location provides coverage to clearly view and account for all children indoors and outdoors. </td> </tr> <tr> <td data-bbox="575 922 1919 1101"> <p>Concerns:</p> <ul style="list-style-type: none"> ➤ Emergency cards are not readily available in one place. ➤ Parent committee meets monthly – minutes & agendas are not available and posted. ➤ “If you say something, you say, say something” poster is not posted in a prominent place in each building a parent may enter. </td> </tr> <tr> <th data-bbox="575 1101 1919 1141">NEED AND ELIGIBILITY</th> </tr> <tr> <td data-bbox="575 1141 1919 1287"> <p>Top 3 Strengths:</p> <ul style="list-style-type: none"> ➤ Child meets eligibility criteria established by the funding source(s). ➤ Child Care Data Collection Privacy Notice and Consent form is complete, signed, and matches CLOUDS. ➤ Family size verifications are obtained for all children and included in CD-9600. </td> </tr> <tr> <td data-bbox="575 1287 1919 1466"> <p>Concerns:</p> <ul style="list-style-type: none"> ➤ E-filed eligibility and recertification documents were not current on CLOUDS and match the file. ➤ Notice of Action were not complete, current, and/or did not match 9600/9600S and Admissions Agreement. ➤ All areas of income worksheet were not completed and signed. </td> </tr> <tr> <td data-bbox="575 1466 1919 1490"> <p>Corrective Actions:</p> </td> </tr> </tbody> </table>	HEALTH AND SAFETY	<p>Top 3 Strengths:</p> <ul style="list-style-type: none"> ➤ Head counts are completed, current & accurate; counts in binder are complete. ➤ All staff and children in attendance are signed into CLOUDS. ➤ Staff location provides coverage to clearly view and account for all children indoors and outdoors. 	<p>Concerns:</p> <ul style="list-style-type: none"> ➤ Emergency cards are not readily available in one place. ➤ Parent committee meets monthly – minutes & agendas are not available and posted. ➤ “If you say something, you say, say something” poster is not posted in a prominent place in each building a parent may enter. 	NEED AND ELIGIBILITY	<p>Top 3 Strengths:</p> <ul style="list-style-type: none"> ➤ Child meets eligibility criteria established by the funding source(s). ➤ Child Care Data Collection Privacy Notice and Consent form is complete, signed, and matches CLOUDS. ➤ Family size verifications are obtained for all children and included in CD-9600. 	<p>Concerns:</p> <ul style="list-style-type: none"> ➤ E-filed eligibility and recertification documents were not current on CLOUDS and match the file. ➤ Notice of Action were not complete, current, and/or did not match 9600/9600S and Admissions Agreement. ➤ All areas of income worksheet were not completed and signed. 	<p>Corrective Actions:</p>
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	<p>Corrective actions were taken and validated.</p> <p style="text-align: center;">COMPREHENSIVE SERVICES</p> <p>Top 3 Strengths:</p> <ul style="list-style-type: none"> ➤ Child and family files are locked to ensure confidentiality. ➤ Medical/Dental Home established within 90 days. Information is verified in Health History and/or Medical Record and follow-up is evident. ➤ Referrals for sensory screening made in a timely manner, all fields complete & correct, follow-up is evident and status is updated. <p>Concerns:</p> <ul style="list-style-type: none"> ➤ Physical exam form was not current, completed, signed, date stamped with date received and entered on CLOUDS. ➤ Family Partnership Agreement (FPA) was not completed on CLOUDS within 90 days of enrollment and family's situation is ranked appropriately. ➤ Parent Conferences: Were not done in first (90 days) and/or did not include individualized goals for child and parent/child home activities. <p>Corrective Actions:</p> <p>Corrective actions were taken and validated.</p> <p style="text-align: center;">PRESCHOOL EDUCATION ENVIRONMENT</p> <p>Top 3 Strengths:</p> <ul style="list-style-type: none"> ➤ Language Reasoning: Encouraging children to use language ➤ Interaction: Staff-child interactions ➤ Personal Care Routines: Safety practices <p>Concerns:</p> <ul style="list-style-type: none"> ➤ Activities: Classrooms do not provide sufficient materials and activities to support children's learning of math concepts. ➤ Space and Furnishings: Classroom displays do not display sufficient examples of children's individualized art work and displays are not often used as teaching tools to encourage vocabulary growth and knowledge base. ➤ Activities: Classrooms do not provide sufficient materials and activities to support children's understanding of the meaning of written numbers. <p style="text-align: center;">INFANT/TODDLER EDUCATION</p> <p>Top 3 Strengths:</p> <ul style="list-style-type: none"> ➤ Personal Care Routines: Nap ➤ Space and Furnishing: Provisions for relaxation and comfort ➤ Program Structure: Group play activities <p>Concerns:</p>

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	<p>➤ Personal Care Routines: Some diapering/toileting areas are not located to conveniently support consistent sanitary procedures.</p> <p>Corrective Actions: Corrective action plans were developed and validated.</p> <p style="text-align: center;">CLASS</p> <table border="1" data-bbox="585 397 1829 654"> <thead> <tr> <th data-bbox="585 397 953 542">Domain</th> <th data-bbox="953 397 1413 542">CSB Average Score</th> <th data-bbox="1413 397 1829 542">Current DRS Threshold Based on lowest 10% of CLASS Scores of programs reviewed in 2015.</th> </tr> </thead> <tbody> <tr> <td data-bbox="585 542 953 578">Emotional Support</td> <td data-bbox="953 542 1413 578">6.44</td> <td data-bbox="1413 542 1829 578">5.66</td> </tr> <tr> <td data-bbox="585 578 953 613">Classroom Organization</td> <td data-bbox="953 578 1413 613">6.06</td> <td data-bbox="1413 578 1829 613">5.27</td> </tr> <tr> <td data-bbox="585 613 953 654">Instructional Support</td> <td data-bbox="953 613 1413 654">3.71</td> <td data-bbox="1413 613 1829 654">2.23</td> </tr> </tbody> </table> <p>CSB average scores exceed current Designation Renewal System threshold.</p>			Domain	CSB Average Score	Current DRS Threshold Based on lowest 10% of CLASS Scores of programs reviewed in 2015.	Emotional Support	6.44	5.66	Classroom Organization	6.06	5.27	Instructional Support	3.71	2.23
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<p>2015-2016 Policy Council Recognition</p>	<p>Camilla Rand, CSB Director, and Janissa Rowley, Assistant Director, thanked all of the Policy Council members for their active participation during the 2015-2016 Policy Council year.</p> <ul style="list-style-type: none"> ○ Recognition certificates were given to Veronica Gutierrez and Lizeth Digrazia for 100% attendance. ○ Recognition certificates were given to all 2015-16 Policy Council representatives for their active participation throughout the year. <p>Special recognition plaques were awarded to the Executive Committee in appreciation for their active participation while modeling exceptional leadership during the 2015-2016 Policy Council program year.</p>														
<p>Site Reports</p>	<p>Child Care Council: All eighteen family child care programs have completed their first year. Although still on a learning curve they feel more prepared for this new year. All providers are currently working towards completing their home visits, ASQs and DRDP observations. Family child care providers are transitioning new families into their programs. Family nights and meetings are taking place. Family child care providers will once again be gathering together once a month at different FCC homes to offer support and collaborate on ideas with their curriculum.</p> <p>George Miller III: End of the year celebrations are taking place. Center is enrolling new children and also preparing returning children for the new school year. Children, families and teaching staff are building connections and bonding to celebrate transitions and cultivate a co-learning culture. The Dental Van came to the Center and provided dental care and resources. New children and families are learning about the site culture and program expectations to build a strong learning partnership. New children and families are transitioning well – teachers are providing support to ease separation anxiety for children and their families, especially those who are entering school for the new school year. Ready-to-learn activities have been offered in the classroom to offer interactive play and positive guidance to new children. The focus of</p>														

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	<p>this new year is to embrace social emotional skills so children can develop self-help skills, initiative and positive relationships with their peers and adult care givers. Successful NAEYC visit for reaccreditation, no findings and highly commendable comments by NAEYC reviewer.</p> <p>Crescent Park: Welcomes Associate Teachers Erika Uriarte and Ruth Ruiz who joined the center. We are proud of Ana Ortega who earned her AA degree and is now applying to become a permanent teacher for CSB. Crescent Park’s part day classroom will provide full day services in the new school year. Families preferring and eligible for part day will be referred other CSB centers offering this program option. All classrooms have been painted and have received new outdoor gross motor equipment including two wheeler bicycles. Teachers are planning Back to School night for all families to be held in the month of September. The Bay Area Bike Mobile hosts free bicycle repair centers and community events across the San Francisco bay area. For more information visit bayareabikemobile.org</p> <p>Riverview: Center now has a full-day program along with part-day program. Beginning of August 22nd, Riverview will have permanent staff in Room 2. Enrollment is almost full. New incoming children are transitioning well. Replanting of bushes and the lawn outside of the facilities has enhanced the look of the Center’s outside environment. The children have been learning about their five senses. Various science projects were implemented into the lesson plan. The students were very engaged in the activities, especially when describing popcorn using their five senses. Sport classes are being offered at Pittsburg Senior Center for \$10. Swimming classes are also being offered at the Buchanan Swim center for \$10.</p>	
Announcements	<ul style="list-style-type: none"> ○ Rita Loza, Comprehensive Services Manager for Parent, Family, and Community Engagement, provided the following announcements and information: <ul style="list-style-type: none"> ▪ Nomination forms (in English & Spanish) along with a document explaining roles & responsibilities were made available for those wanting to nominate themselves or somebody else for a PC Executive position. ▪ Part-day/part-year classroom programs will begin September 6th. ▪ Next Policy Council meeting will be on Saturday September 24th from 9am-2pm, same day as Policy Council Orientation. Formal invitations will be mailed out. 	
Meeting Evaluation	<p style="text-align: center;"><u>Pluses / +</u></p> <ul style="list-style-type: none"> ○ Full table 	<p style="text-align: center;"><u>Deltas / Δ</u></p> <ul style="list-style-type: none"> • None