



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



Date: 1/17/18

Time Convened: 6:04PM

Time Terminated: 8:00PM

Recorder: Imelda Prieto Martinez

TOPIC	RECOMMENDATION / SUMMARY
Review Desired Outcomes and Meeting Rules	<ul style="list-style-type: none"> • Veronica Gutierrez, Chair, called the meeting to order at 6:04 p.m. • Elisha Jefferson, Vice Chair reviewed the desired outcomes • Rosmery Guevara, Parliamentarian reviewed ground meeting rules.
Public Comment	None
Correspondence	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 De Parra, Master Teacher at George Miller III Children Center and Blanca Alejo De Lorenzo, Teacher at Crescent Park were acknowledged for their dedication to the children and their families. They were not able to be present; their certificate and book will be sent to her center. <p>Special thank you was given to CSB staff providing support during January 17, 2018, Policy Council meeting.</p>
Ice Breaker	Policy Council Representatives participated in an icebreaker group activity to open communication and build connections among members.
Administrative Reports <ul style="list-style-type: none"> • Division Manager • Fiscal 	<p>Katharine Mason, Division Manager, welcomed Policy Council representatives and presented CSB enrollment and attendance statistics for the month of November and December:</p> <ul style="list-style-type: none"> • November Enrollment: 100.09% for Head Start, Early Head Start and Early Head Start Child Care Program Partnership combined is 102.6% • November Attendance: 84.06% for Head Start, 82.5% for Early Head Start, 94.14% for Early Head Start Child Care Partnership #1, and 79.10% for Early Head Start Child Care Partnership #2. • December Enrollment: 99.81% for Head Start, 100.64% for Early Head Start, 101% for Early Head Start Child Care Partnership #1 and 55% for Early Head Start Child Care Partnership #2. • December Attendance 69.24% for Head Start, 72.91% for Early Head Start, 90.40% for Early Head Start Child Care Partnership #1 and 70.10% for Early Head Start Child Care Partnership #2. <p>Many of these absences were due to illnesses and Best Interest Days during the holidays.</p> <p>Katharine provided clarification on PIR question from November’s meeting. How many children complete one year verse two years of Head</p>



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	<p>Start? CSB 2017 PIR data indicates that 870 children completed two years and 940 children completed one year.</p> <p>Program highlights & trainings:</p> <ul style="list-style-type: none"> • CSB’s annual Joint Training with Board of Supervisors and Policy Council was held on November 1, 2017, at the Clarion Hotel. The event was well attended with many opportunities for policy council representatives, and the board of supervisors to network and learn about the important work going on in our community. • CSB Staff received Sudden Infant Death Syndrome (SIDS) prevention and safe sleep training. Information is being shared with parents, and Infants in our program are now wearing sleep sack during rest periods. • GMIII was recently highlighted in a chapter of a book titled Documentation & Inquiry in the Early Childhood Classroom. GMIII Site Supervisor helped co-author a chapter in the book. • Community Services Bureau (CSB) was randomly selected to participate in a national study called Baby FACES in 2018. The study will be conducted by Mathematica Policy Research, and will provide information about how Early Head Start programs promote the development of infants and toddlers through responsive relationships among caregivers, parents, and children; comprehensive support for families; and the provision of quality child Care and home visiting. • Policy Council Executive Committee attended the 2017 Parent and Family Engagement Conference in Austin, Texas. Executive members will share their feedback with Policy Council representatives later in the agenda. <p>Haydee Ilan, Accountant III, presented the following fiscal reports:</p> <ul style="list-style-type: none"> ○ 2017-2018 Head Start Program: November 2017 year to date cash expenditures were \$12,430,572 YTD, which represents 76% of the program budget. ○ 2017-2018 Early Head Start Program: November 2017 year to date cash expenditures were \$3,360,994 YTD, which represents 94% of the program budget. ○ 2017-2018 Early Head Start – CC Partnership #1: September 2017 year to date cash expenditures were \$367,793 YTD, which represents 34% of the program budget. ○ 2017-2018 Early Head Start – CC Partnership #2: September 2017 year to date cash expenditures were \$478,518 YTD, which represents 11% of the program budget. ○ Credit Card expenditures for all programs, including Head Start and Early Head Start, for the month of November 2017 were \$12,890.75. ○ Child and Adult Care Food Program: October 2017 total meal served including breakfast, lunch, and supplements were 39,582. ○ Child and Adult Care Food Program: November 2017 total meal served including breakfast, lunch, and supplements were 36,265.
<p>Report:</p> <ul style="list-style-type: none"> • Bureau’s Strategic 	<p>Camilla Rand, CSB Director, provided an overview Community Services Bureau’s 2018 Strategic Goals and reviewed 2017 successes</p> <p><i>Successes:</i></p>

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Goals	<ul style="list-style-type: none"> ➤ 190 EHS CCP2 slots ➤ 50 new staff hired ➤ Continued local, state and federal support for the program ➤ Maintained CAP funding ➤ Head Start champion on the Board: District 3 Supervisor Diane Burgis, former Head Start parent <p><i>Program Quality:</i></p> <ul style="list-style-type: none"> ➤ QRIS – All Centers have achieved 4s and 5s – the highest ratings possible ➤ Graduated 3rd TLC Cohort ➤ Staff wellness is a focus ➤ Staff development – many opportunities are provided for staff to grow professionally ➤ New partnerships formed ➤ Teacher Apprenticeship, cohort one was all participants passed and will enter cohort two ➤ Strong systems in place <p><i>Initiatives:</i></p> <ul style="list-style-type: none"> ➤ Competencies and Team Building: <ul style="list-style-type: none"> ➤ Adopted Shared Values of Respect, Responsiveness and Relationship “3-Rs” and Peer Recognition program ➤ Mentoring and Buddy systems ➤ Trainings to increase competencies and build teams – Reflective Supervision, Peer Coaching, Trauma Informed Practice, Departmental on-line series and more ➤ Comprehensive Services Desk Guides ➤ Maximizing Technology: <ul style="list-style-type: none"> ➤ SMS (texting) technology to communicate with parents ➤ Began e-document management system for child and staff files ➤ Desk-top deposit for family fees to eliminate bank runs for the Site Supervisors ➤ Surface tablets at all sites ➤ CLOUDs enhancements <p><i>2018 Goals</i></p> <ul style="list-style-type: none"> • CSB will develop systems and programs to facilitate increased staff competencies and effective teams to ensure a strong and motivated workforce. <ul style="list-style-type: none"> ➤ Continue peer recognition program and branding 3Rs ➤ Strengthen team development ➤ Increase competencies ➤ Staff Health Improvement Plan being developed in partnership with First 5 Contra Costa

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	<ul style="list-style-type: none"> • CSB will identify, develop and implement technology solutions so that CSB is fully streamlining processes, reducing staff time and maximizing human capital. <ul style="list-style-type: none"> ➤ Accurate real time data – CLOUDs development ➤ Improvement of current processes (SMS, interactive kiosks, RFID) ➤ E-document management system ➤ Centralized enrollment • CSB will develop strategies to hire, retain, grow and develop its staff so that CSB can remain the largest, high quality provider in Contra Costa. <ul style="list-style-type: none"> ➤ Salary reviews ➤ Titles and function reviews ➤ Growing our own through innovative development programs • CSB will ensure all facilities meet health and safety requirements and support the needs of children, families and staff. <ul style="list-style-type: none"> ➤ Collaborate to find alternate locations when necessary ➤ Multi-year facilities plan ➤ Apply for facilities improvement funds and grants <p><i>2018 Horizon</i></p> <ul style="list-style-type: none"> ➤ NHSA: block-granting; funding; eligibility; workforce ➤ Funding uncertainty ➤ HS reauthorization in 2019 ➤ CHSA: funding; 0-5 license; eligibility ➤ New State Superintendent and Governor in 2020
<p>Training:</p> <ul style="list-style-type: none"> • Make Parenting a Pleasure 	<p>Ellen De Senna, Comprehensive Services Assistant Manager, provided an overview of the Make Parenting a Pleasure Curriculum, currently offered at CSB Centers. Make Parenting a Pleasure is a 13 session parent curriculum covering topics such as: Taking Care of Ourselves; Dealing with Stress, Managing Stress, Managing Anger, Understanding Child Development and Guidance on Challenging Behaviors to include redirection of those behaviors. The full curriculum is being offered in both East and West County - George Miller Center in Concord and George Miller III Center in Richmond. Enrollment and is open to all families regardless of the center their child attends. Parents were encouraged to register and attend the sessions. Flyers describing the program were handed out.</p> <p>Make Parent a Pleasure Core values</p> <ul style="list-style-type: none"> • Parenting is the most important and challenging job there is • Parents are the foundation of the family • Parents have to take care of themselves in order to take care of their children

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	<ul style="list-style-type: none"> • Parenting is a learned process <ul style="list-style-type: none"> - It is ongoing and always changing - It happens in small steps over time - It is important to acknowledge the skills we learn and the steps we take, and to give ourselves credit • We teach our children through words and by example <ul style="list-style-type: none"> - What we say and what we do models communication, handling stress and anger and taking care of ourselves • Every parent and every child is unique <ul style="list-style-type: none"> - There is no one right way to be a parent or a child • It is important to build on strengths <ul style="list-style-type: none"> - This is the Make Parenting a Pleasure model from facilitator to parent, from parent to other adults, and from parent to child. - We need to recognize and acknowledge our own strengths as well as those of our children • Parents need a support network <ul style="list-style-type: none"> - Make Parenting a Pleasure helps parent to build that support <p>Basic Assumptions</p> <ul style="list-style-type: none"> • Parenting is the most challenging and most important job there is • Parents care deeply about their children • There is no one right way to be a parent or a child • Parents are the experts about their children • Parents are the foundation of the family • Parents who come to parenting classes are special <p>Ellen led the group through an activity to demonstrate the importance of taking care of ourselves so we are able to take care of our children. She also handed out pledge cards to write one or more things we pledge to do to take care of ourselves.</p>																				
<p>Report:</p> <ul style="list-style-type: none"> • Subcommittee Updates 	<p><u>Nutrition:</u> Elisha Jefferson, Vice Chair - group discussed and agreed to reviewed menus on a quarterly basis. Food and Drug Administration (FDA) announced the new Nutrition Facts label for packaged food; “Calories from Fat” was removed because research shows the “Type of Fat” is more important than the amount. Handout was passed out to attendees.</p>																				
<p>Action:</p> <ul style="list-style-type: none"> • Consider Approval of the November 15, 2017 Policy Council Minutes 	<p>The minutes of the November 15, 2017, Policy Council minutes were reviewed and no corrections were noted.</p> <p>A motion to approve the November 15, 2017, Policy Council minutes was made by Cheryl Barrett and seconded by Leticia Prado. The motion was approved.</p> <table border="1" data-bbox="321 1307 1608 1469"> <thead> <tr> <th colspan="2">Ayes</th> <th>Nays</th> <th>Abstentions</th> <th>Not Present</th> </tr> </thead> <tbody> <tr> <td>Andres Torres</td> <td>Norma Chayrez</td> <td></td> <td></td> <td>Francisco Sanchez</td> </tr> <tr> <td>Karandeep Singh Sandhu</td> <td>Steve Snaith</td> <td></td> <td></td> <td>Mayra Nieto</td> </tr> <tr> <td>Leticia Prado</td> <td>Ana Moreno</td> <td></td> <td></td> <td>Demetria Trim</td> </tr> </tbody> </table>	Ayes		Nays	Abstentions	Not Present	Andres Torres	Norma Chayrez			Francisco Sanchez	Karandeep Singh Sandhu	Steve Snaith			Mayra Nieto	Leticia Prado	Ana Moreno			Demetria Trim
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Action: <ul style="list-style-type: none"> Consider approval of the 2017-2018 Policy Council Bylaws 	<p>Ana Araujo, Comprehensive Services Manager, provided an overview of updates to the 2017-2018 Policy Council Bylaws:</p> <p>PC bylaws updates/changes include the following:</p> <ul style="list-style-type: none"> Section IV – Policy Council Membership: Head Start Program Performance Standards 45 CFR 1305.2 definition of Head Start Parent. Section IV B – Policy Council Membership – Term of Membership: Membership term was changed from three years to five years. <p>A motion to approve the 2017-2018 Policy Council Bylaws was made by Elisha Jefferson and seconded by Norma Chayrez. The motion was approved.</p> <table border="1" data-bbox="321 821 1606 1305"> <thead> <tr> <th data-bbox="321 821 804 865">Ayes</th> <th data-bbox="804 821 984 865">Nays</th> <th data-bbox="984 821 1136 865">Abstentions</th> <th data-bbox="1136 821 1606 865">Not Present</th> </tr> </thead> <tbody> <tr> <td data-bbox="321 865 804 909">Andres Torres Norma Chayrez</td> <td data-bbox="804 865 984 909"></td> <td data-bbox="984 865 1136 909"></td> <td data-bbox="1136 865 1606 909">Francisco Sanchez</td> </tr> <tr> <td data-bbox="321 909 804 953">Karandeep Singh Sandhu Steve Snaith</td> <td data-bbox="804 909 984 953"></td> <td data-bbox="984 909 1136 953"></td> <td data-bbox="1136 909 1606 953">Mayra Nieto</td> </tr> <tr> <td data-bbox="321 953 804 997">Leticia Prado Ana Moreno</td> <td data-bbox="804 953 984 997"></td> <td data-bbox="984 953 1136 997"></td> <td data-bbox="1136 953 1606 997">Demetria Trim</td> </tr> <tr> <td data-bbox="321 997 804 1040">Cindy Chiem Melanie Martinez</td> <td data-bbox="804 997 984 1040"></td> <td data-bbox="984 997 1136 1040"></td> <td data-bbox="1136 997 1606 1040">Nelly Velazquez</td> </tr> <tr> <td data-bbox="321 1040 804 1084">Elisha Jefferson Paige Chatman</td> <td data-bbox="804 1040 984 1084"></td> <td data-bbox="984 1040 1136 1084"></td> <td data-bbox="1136 1040 1606 1084">Ja'Vecia Horton</td> </tr> <tr> <td data-bbox="321 1084 804 1128">Mayra Rodriguez Tiffany Posey</td> <td data-bbox="804 1084 984 1128"></td> <td data-bbox="984 1084 1136 1128"></td> <td data-bbox="1136 1084 1606 1128">Tanya Brown</td> </tr> <tr> <td data-bbox="321 1128 804 1172">Monica Avila Dawn Dailey</td> <td data-bbox="804 1128 984 1172"></td> <td data-bbox="984 1128 1136 1172"></td> <td data-bbox="1136 1128 1606 1172">Guadalupe De La Cruz</td> </tr> <tr> <td data-bbox="321 1172 804 1216">Kenyetta Harris Lee Ross</td> <td data-bbox="804 1172 984 1216"></td> <td data-bbox="984 1172 1136 1216"></td> <td data-bbox="1136 1172 1606 1216"></td> </tr> <tr> <td data-bbox="321 1216 804 1260">Teodora Soto Cheryl Barrett</td> <td data-bbox="804 1216 984 1260"></td> <td data-bbox="984 1216 1136 1260"></td> <td data-bbox="1136 1216 1606 1260"></td> </tr> <tr> <td data-bbox="321 1260 804 1304">Susana Sotelo Veronica Gutierrez</td> <td data-bbox="804 1260 984 1304"></td> <td data-bbox="984 1260 1136 1304"></td> <td data-bbox="1136 1260 1606 1304"></td> </tr> <tr> <td data-bbox="321 1304 804 1347">Rosmery Guevara Emma Duran</td> <td data-bbox="804 1304 984 1347"></td> <td data-bbox="984 1304 1136 1347"></td> <td data-bbox="1136 1304 1606 1347"></td> </tr> </tbody> </table>				Ayes	Nays	Abstentions	Not Present	Andres Torres Norma Chayrez			Francisco Sanchez	Karandeep Singh Sandhu Steve Snaith			Mayra Nieto	Leticia Prado Ana Moreno			Demetria Trim	Cindy Chiem Melanie Martinez			Nelly Velazquez	Elisha Jefferson Paige Chatman			Ja'Vecia Horton	Mayra Rodriguez Tiffany Posey			Tanya Brown	Monica Avila Dawn Dailey			Guadalupe De La Cruz	Kenyetta Harris Lee Ross				Teodora Soto Cheryl Barrett				Susana Sotelo Veronica Gutierrez				Rosmery Guevara Emma Duran			
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Report: <ul style="list-style-type: none"> 1st DRDP Assessment results & 2017-2018 School 	<p>Ron Pipa, Education Manager and Amy Wells, Education Manager, provided an overview of CSB's Child Outcomes 2017-2018 Baseline Assessment. Community Services Bureau (CSB) utilizes DRDP-2015 © to assess the development of children enrolled in the program. The tool rates children based on different domains, measures, and developmental levels.</p> <p>Three assessments are conducted each program year using this instrument to monitor children's development.</p>																																																			

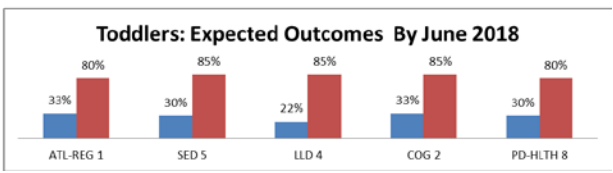
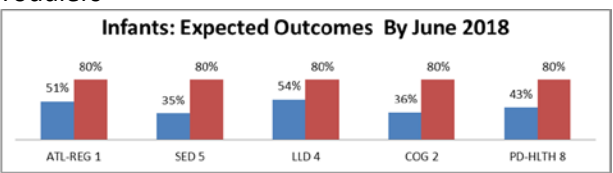
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<p>Readiness Goals</p>	<ul style="list-style-type: none"> ▪ 1st Assessment (also called baseline): Within 60 days from the date of enrollment ▪ 2nd Assessment: Mid-Year ▪ 3rd Assessment: Year-End <p>The developmental domains include:</p> <ol style="list-style-type: none"> 1. Approaches to Learning Self-Regulation (ATL-REG) 2. Social and Emotional Development (SED) 3. Language and Literacy Development (LLD) 4. Cognition Including Math & Science (COG) 5. Physical Development-Health (PD-HLTH) <p>Developmental Levels:</p>  <p>Age Groups</p> <table border="1" data-bbox="321 789 1110 1040"> <thead> <tr> <th>Groups</th> <th>Factor</th> </tr> </thead> <tbody> <tr> <td>Infants</td> <td>Birth – 18 months</td> </tr> <tr> <td>Toddlers</td> <td>19 – 35 months by February 2016</td> </tr> <tr> <td>Preschoolers</td> <td>Birthdate range: 09/02/2013 to 09/01/2014</td> </tr> <tr> <td>Pre-Kindergarteners</td> <td>Birthdate range: 09/02/2012 to 09/01/2013</td> </tr> </tbody> </table> <p>Key Findings</p> 	Groups	Factor	Infants	Birth – 18 months	Toddlers	19 – 35 months by February 2016	Preschoolers	Birthdate range: 09/02/2013 to 09/01/2014	Pre-Kindergarteners	Birthdate range: 09/02/2012 to 09/01/2013
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TOPIC **RECOMMENDATION / SUMMARY**

Group	# of Children Assessed	Highest Rated Domain	Lowest Rated Domain	Majority of the Group (Average)
Infant	80	Physical Development & Health	Cognition, including Math and Science	"Exploring Earlier" for all domains-47.2%
Toddler	196	Physical Development & Health	Language and Literacy	"Exploring Earlier" for all domains-38%
Preschoolers	545	Physical Development & Health	Approaches to Learning & Self-Regulation	"Exploring Later" for all domains-33.6%
Pre-kindergarteners	743	Physical Development & Health	Social & Emotional Development	"Building Earlier" for all domains-35.6%

Goals – By the 3rd Assessment Infant & Toddlers

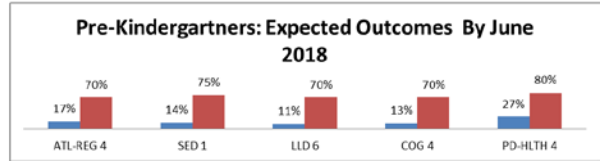
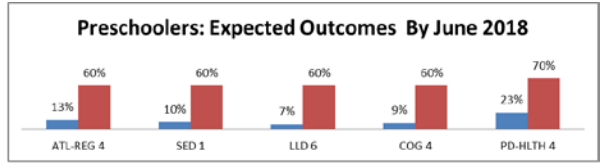
Abbreviation	Measure Name
ATL-REG 1	Attention Maintenance
SED 5	Symbolic & Sociodramatic Play
LLD 4	Reciprocal Communication & Conversation
COG 2	Classification
PD-HLTH 8	Dressing



Figures above represent the infant & toddlers’ baseline percentages for the developmental domain measure in blue and expected outcomes by June 2018 in red.

Goals – By the 3rd Assessment Preschool

Abbreviation	Measure Name
ATL-REG 4	Curiosity & Initiative in Learning
SED 1	Identity of Self in Relation to Others
LLD 6	Comprehension of Age Appropriate Text
COG 4	Number Sense of Math Operations
PD-HLTH 4	Fine Motor Manipulative Skills



Figures above represent the Preschool & Pre-kindergarteners’ baseline percentages for the developmental domain measure in blue and expected outcomes by June 2018 in red.

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<p>Report:</p> <ul style="list-style-type: none"> NHSA Parent Conference Report 	<p>Policy Council Executive Committee attended the 2017 Parent and Family Engagement Conference in Austin, Texas. Feedback from their experience attending this conference included the following:</p> <ul style="list-style-type: none"> Veronica Gutierrez, Chair, shared that the conference was an amazing experience and she learned from the workshops and from the other people who attended. Elisha Jefferson, Vice Chair, shared that the following workshops she attended were very informative: Taking Care of Myself and Taking Care of My Family; and Keeping Kids Healthy! Advocating for Children in Health Systems. She shared resources from Dr. Daniel Siegel presenting a Hand Model of the Brain https://www.youtube.com/watch?v=gm9CIJ74Oxw. Emma Duran, Secretary, and Rosmery Guevara, Parliamentarian, shared additional workshops that they enjoyed and found informative such as: Father Engagement in Head Start which encourages male involvement; and Exploring Healthy Gender Development and Young Children. <p>All shared that participating in workshops was a great experience that brought the team together. Executive members were joined by Camilla Rand, CSB Director and Sophia Talbot, CS Manager.</p>
<p>Site Reports</p>	<p>GMIII:</p> <ul style="list-style-type: none"> Parent meeting in December topic - Age and Developmentally Appropriate Toys. Make Parenting a Pleasure curriculum started on January 16, 2018 and will continue Teaching teams and Supervisor assessed the classroom environment with the Preschool ECERS, and created action plans to ensure our classroom learning areas are reflective of our children’s needs and interests. Room 5 and entire Center welcomed new Master Teacher. Teacher work stations are available on second floor with new desks and an area for planning and research Classrooms are exploring various project topics: Room 10 children, teachers and families are exploring about Airplanes; Room 3 is exploring trains; Room 7 is exploring dinosaurs and Room 8 is exploring trees Lifelong Dental mobile-van provided dental exam and fluoride treatment. Second Step curriculum letters and activities are sent home to support the social emotional well-being of our children both at school and at home. STEAM learning activities are shared with the parents to build school to home connection in embracing science and technology learning goals for our children. <p>Balboa:</p> <ul style="list-style-type: none"> TAT Apprenticeship cohort one offered at Balboa finished in December with graduates looking forward to cohort two. The attendance and success rate of the participants was very encouraging. We are looking forward to the next semester, which begins in January. Old asphalt in the big play yard was replaced with a nice smooth surface. Children are really enjoying being able to use the bigger yard again. We also purchased a large number of outdoor materials to enhance the new, improved area with many fun outdoor learning experiences With the Asphalt replacement, the children were very interested in all the heavy equipment, sights and smells. Most of the teachers are in the process of turning the experience into long-term projects for the children's exploration. Construction outfits (vests and "hard" hats) as well as additional play trucks to use indoors and outdoors have been purchased and the children are busy creating their own masterpieces inside the classroom and outdoors. Watch for the pictures. Ashley Barajas from Lawrence Hall of Science visited our ROP Room in December, and provided the children (Rooms 2-8) with wonderful

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	<p>chemistry experiments. Children and teachers alike enjoyed the learning experience and we are all looking forward to Ashley's visit next year.</p> <p>Riverview:</p> <ul style="list-style-type: none"> • Classroom 1 & 2 teachers are attending Teaching Pyramid on weekends and have monthly coaching sessions. (The Teaching Pyramid approach provides a framework that promotes social and emotional development, provides support for children's appropriate behavior, prevents challenging behavior, and addresses problematic behavior. • QRIS funds were used to purchase classroom materials. Main focus of order was on science and diversity. • Parent Volunteer (Father from Room 2 who is a Gardner) cleans the playground 2 times a week and as needed. • Parent Work Day (indoors and outdoors). • Riverview Middle School Art students created board books for the children and invited them to their classroom to read their individualized books and do art activities. • Winter Celebration with all families (games, art activities and pot luck). • CSU East Bay Nursing Students to continue Health presentations in classrooms. • Gateway Continuation High School students volunteering every Wednesday morning. • 10 donated Turkeys from Ambrose center for families during Holidays <p>Las Deltas:</p> <ul style="list-style-type: none"> • Families & staff at Las Deltas have a way of celebrating the richness of each culture, and the diversity of our families, by encouraging parents to bring to the classroom their own family history. • The Infant/Toddler classroom received new books. • The Toddler group has been working on a new project, "Weather" discussing the rain. Also, toddlers had a special project "Painting to Music" in which each toddler created a beautiful music painting. • On December 19, 2017 Isabel Renggenathen, Assistant Director, visited our site and read stories with the older infants and toddlers. • Parents received training on Make Parenting a Pleasure, topic: Taking Care of Ourselves. We will cover more topics in the next few months. • Children received books from Supervisor John Gioia's office. <p>Ambrose</p> <ul style="list-style-type: none"> • Ms. Valerie has joined the Mentor program as a Mentee and is working with her Mentor to advance her career goal. • Infant room received new step stools and center received new automatic dispensers for paper towels and soap. • Infant room is completing a transition board. • Job posting and Friday Flyers are posted on Parent Board. <p>Contra Costa College</p> <ul style="list-style-type: none"> • Site celebrated Ms. Kelly's new position. Staff has been very helpful during the transition. • Kelly Chun, Isabel Renggenathen, Ron Pipa, and Ruth Hunter met with parents and discussed Kelly's leaving and changes that will be happening at the site. • Toddler classroom has been talking about "Nature" and taking walking trips around the college campus. • Isabel Renggenathen, Assistant Director, visited our site and read stories with the toddlers. • Parents received training on Make Parenting a Pleasure, topic: Taking Care of Ourselves. Parents were invited to attend the full

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	<p>curriculum being presented at George Miller III.</p> <p>Crossroads</p> <ul style="list-style-type: none"> • Classrooms received new books and indoor & outside toys. • Classroom doors were painted. • Western Association of Schools and Colleges (WASC) accreditation is in progress. <p>Los Arboles</p> <ul style="list-style-type: none"> • Preschool classroom visited the Oakley Fire Station. • Site received new sand for the sand box. • Fire Fighters visited our site; children were able to tour the fire truck and practice “Stop, Drop, and Roll”. • Dental van is scheduled to visit our site on January 25th. <p>Brookside</p> <ul style="list-style-type: none"> • Site welcomed Magic Hampton new Site Supervisor, and Darling Rivera new Comprehensive Services Assistant Manager. • • Tech Exchange will be host a Technology Fair on January 23rd. • Linda Stafford, from First 5 visited the classrooms. • Resources shared with parents: Kindergarten & Transitional Kindergarten, Free Christmas events, CSB Parent training opportunities, Financial training, Immunization Clinics, Immigration and Recreation. • Site held a Winter Celebration “Family Event” on December 14th & Pajama Day on December 22nd. <p>Aspiranet</p> <ul style="list-style-type: none"> • This year we celebrated several graduations of children who completed the program. We were a part of a pilot program with First 5, where children had the opportunity to participate in groups that focused on cognitive development using the ASQ screening tool as a guide. • New Home Educator was hired to work with families. • Several socializations were carried out in the First 5 centers. Parents have special meetings called “Parent Café”. • Resources shared with parents: Deacon’s Cottage in Walnut Creek provides food and clothing, White Pony Express provides baby clothing and accessories. • Parents participated in the Itsy-Bitsy workshop, children received books and bibs. • CSB staff is participating in our socialization and provided giveaways for raffles.
Announcements	<p>Ana Araujo, Comprehensive Services Manager for Parent, Family Community Engagement, shared January in-kind video and provided the following announcements:</p> <ul style="list-style-type: none"> • Make Parenting a Pleasure sessions are being offered at George Miller Concord and George Miller III. In addition all centers will offer three sessions during parent meetings this program year. • Family Financial Fitness coming soon at Verde Children Center for West County families and Marsh Creek for East Families. • Mileage increased from \$0.535 cents to \$0.545 cents effective January 1, 2018. CSB325 Demand form was updated for PC members’ use. • Parents are encouraged to nominate staff from their Center to be recognized for their outstanding work with our children during our monthly PC Meetings by submitting CSB 342 Parent Recognition of Staff form.

TOPIC	RECOMMENDATION / SUMMARY	
	<ul style="list-style-type: none"> CSB Family Newsletters are being printed and will be distributed in the upcoming week. 	
Meeting Evaluation	<p style="text-align: center;"><u>Pluses / +</u></p> <ul style="list-style-type: none"> Full house MPAP Training Resources shared with parents More male involvement 	<p style="text-align: center;"><u>Deltas / Δ</u></p> <ul style="list-style-type: none"> None