

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by Community Services Bureau to a majority of members of the Head Start Policy Council less than 72 hours prior to that meeting are available for public inspection at: 3068 Grant St. Bldg. 8, Concord, CA 94520 during normal business hours. (Gov. Code, section 54957.5(b) (2)).

Agenda

Group/Meeting Name: CSB Policy Council Meeting	
Date: March 20, 2019	Time: 6:00-8:00 PM
Location: 500 Ellinwood Way, Pleasant Hill, CA	
Meeting Leader: Veronica Gutierrez	
Purpose: Conduct Regular Monthly Meeting	

The Community Services Bureau of Contra Costa County will provide reasonable accommodations for persons with disabilities planning to participate in Policy Council meetings or Subcommittee meetings. Please contact PC Staff at least 48 hours before the meeting at (925) 646-5595.

Persons who wish to address the CSB Policy Council during public comment or with respect to an agenda item, will be limited to two minutes.

Desired Outcome: By the end of this meeting, we will have:

Agreement on desired outcomes and ground rules so that our meeting is productive.

Parent Recognition of Staff Excellence Award presentation to validate employee dedication and uniqueness while working with children and families.

An ice breaker to open communication and build connection among Policy Council members.

An understanding of monthly updates and approvals to ensure ongoing communication and necessary actions take place for seamless program operation.

An understanding of subcommittee updates so that representatives are informed of subcommittee discussions and outcomes.

An approval of the Program Improvement Grant for Central Kitchen.

An understanding of the Semi-annual Goals & Objectives updates.

A presentation on Transition to Kindergarten, so that parents receive resources and information about what to expect during this process and are aware of what steps they can take to ensure this important transition is a smooth one.

A presentation to learn about obesity trends in America and how Rethinking Your Drink is a good way to begin fighting obesity.

An understanding of Site Reports so that we may celebrate our children, families, and staff's co-partnering efforts to build partnerships and community.

Announcements so that we may be informed of Bureau news and available community resources.

A Meeting Evaluation so that we may review our strengths and make any improvements as needed.

Agenda			
What (Content)	How (Process)	Who	Time (Minutes)
Review Desired Outcomes	Present Clarify Check for understanding	Emma Duran	3 Minutes
Meeting Ground Rules	Present Clarify Check for understanding	Delphine Smith	3 Minutes
Public Comment	Present	Member of the Public	2 Minutes
Correspondence	Present	Katie Cisco	1 Minute

	Clarify		
Parent Recognition of Staff Excellence Award recognition	Present Clarify	Veronica Gutierrez	10 Minutes
Ice Breaker	Present Clarify Check for understanding	Veronica Gutierrez	10 Minutes
Administrative Reports: <ul style="list-style-type: none"> CSB Director Division Manager Fiscal 	Present Clarify Check for understanding	Camilla Rand Katharine Mason Haydee Ilan	10 Minutes
Action: <ul style="list-style-type: none"> Consider Approval of Program Improvement Grant for Central Kitchen 	Present Clarify Check for understanding Check for Agreement	Camilla Rand/ Haydee Ilan	10 Minutes
Report <ul style="list-style-type: none"> Subcommittee Updates 	Present Clarify Check for understanding	Subcommittee Leads	10 Minutes
Report: <ul style="list-style-type: none"> Semi-Annual Goals & Objectives updates 	Present Clarify Check for understanding	Nasim Eghlima	15 Minutes
Presentation: <ul style="list-style-type: none"> Transition to Kindergarten 	Present Clarify Check for understanding	Ron Pipa	15 Minutes
Presentation: <ul style="list-style-type: none"> Obesity Trends in America and Rethinking Your Drink 	Present Clarify Check for understanding	Sophia Talbot	15 Minutes
Action: <ul style="list-style-type: none"> Consider Approval of February 20, 2019 Policy Council Minutes 	Present Clarify Check for understanding Check for Agreement	Veronica Gutierrez	5 Minutes
Site Reports – 2 reports	Present Clarify Check for Understanding	Site Representatives	5 Minutes
Announcements	Present Clarify Check for Understanding	Ana Araujo	5 Minutes
Meeting Evaluation	Plus/Delta	Volunteer	1 Minute