

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: January 15, 2020	Time: 6:00-8:00 PM
Location: 500 Ellinwood Way, Pleasant Hill, CA	
Meeting Leader: Katie Cisco	
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 Imelda Prieto-Martinez at least 48 hours before the meeting at (925) 646-5595.

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

A presentation to learn about Positive Parent Awareness Month and the activities taking place countywide

A training on Make Parenting a Pleasure curriculum so that parents are introduced to the parenting curriculum implemented in the program.

An approval of the Quality Improvement Plan for the unauthorized release incident at the YMCA's 8th Street Center as required by the Administration for Children and Families.

An approval of the Selection Criteria and Recruitment Plan

An approval of November 20, 2019 Policy Council Minutes.

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

Heard 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	Daisy Templeton	3 Minutes
Meeting Ground Rules	Present Clarify Check for understanding	Jasmine Cisneros	3 Minute
Public Comment	Present	Public	1 Minute

Correspondence	Present Clarify	Katie Cisco	2 Minute
Parent Recognition of Staff Excellence Award recognition	Present Clarify	Katie Cisco	5 Minutes
Ice Breaker	Present Clarify Check for understanding	Katie Cisco	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	25 Minutes
Presentation: <ul style="list-style-type: none"> Positive Parent Awareness Month (COPE) 	Present Clarify Check for understanding Check for Agreement	Emily Ferne	20 Minutes
Training: <ul style="list-style-type: none"> Make Parenting a Pleasure 	Present Clarify Check for understanding	La Tanya Saucer	20 Minutes
Action: <ul style="list-style-type: none"> Approval of Quality Improvement Plan 	Present Clarify Check for understanding	Christina Reich	5 Minutes
Action: <ul style="list-style-type: none"> Approval of Selection Criteria and Recruitment Plan 	Present Clarify Check for understanding	Tracy Lewis	10 Minutes
Action: <ul style="list-style-type: none"> Consider Approval of November 20, 2019 Policy Council Minutes 	Present Clarify Check for understanding Check for Agreement	Katie Cisco	5 Minutes
Site Reports	Present Clarify Check for Understanding	Site Representatives	3 Minutes
Announcements	Present Clarify Check for Understanding	Ana Araujo	5 Minutes
Meeting Evaluation	Plus/Delta	Volunteer	2 Minute