

Contra Costa County
EHSD – Community Services Bureau
Head Start Policy Council Executive Committee Meeting Minutes
 Location: Zoom Virtual Meeting

Date: 3/3/2021

Time Convened 6:02 p.m.

Time Terminated 6:28 p.m.

Recorder: Imelda Prieto Martinez

Attendees: Jasmine Cisneros, Matthew Carlson, Karen Medrano, Rita Loza, Ana Araujo and Michelle Mankewich

Absentees: None

TOPIC	RECOMMENDATION / SUMMARY
<ul style="list-style-type: none"> Review Desired Outcomes and Ground Rules 	<ul style="list-style-type: none"> Jasmine Cisneros, Chair, called the meeting to order at 6:02 p.m. Matthew Carlson, Vice Chair, reviewed the desired outcomes and the meeting ground rules.
<p>Action:</p> <ul style="list-style-type: none"> Review and approve February 3, 2021, Executive Meeting Minutes 	<p>The minutes were reviewed; no corrections were noted.</p> <p>A motion to approve February 3, 2021, Executive Meeting Minutes was made by Matthew Carlson and seconded by Karen Medrano. The motion passed.</p>
<ul style="list-style-type: none"> Review and Make a Decision on Parent Recognition of Staff 	<ul style="list-style-type: none"> The group reviewed all nomination forms and selected Ms. Josephine Diaz, Associate Teacher at Lavonia Allen, and Ms. Gemma Monreal, Master Teacher, Ms. Chan Sivily, Associate Teacher, and Roxana Quintanilla, Associate Teacher at George Miller III, to receive recognition on March 17, 2021, Policy Council Meeting for their outstanding work with the children and families. <p>Imelda Prieto Martinez, Senior Clerk, will invite them to attend the March 17, 2021, Policy Council meeting to receive their recognition.</p>
<p>Staff Report</p>	<p>Michelle Mankewich, ASA III, provided updates on the following items:</p> <ul style="list-style-type: none"> The PC Bylaws that were approved by PC last month have been redirected for County Council to review. If any changes are suggested, they will be brought back to PC in April for approval again. Making Parenting a Pleasure, our parenting curriculum, is being delivered via email this year. Each week a focus area is present over email, and activity is provided for parents to work on at home. Keep an eye out for these emails each Thursday. Child Nutrition Unit recently surveyed the teaching staff to hear about food items from their culture they would like to see on the menu. The goal is to add diverse foods to the menu. Some of the suggested items included things like Chicken Tikka Masala, Chicken Adobo, Gumbo, tostadas, and so much more. The nutrition team will be reviewing these suggestions and working to incorporate them into the menu. Our Health Content Manager is working with CCHP to organize vaccine distribution to our teaching staff. We are hopeful that by next week, interested teachers will have appointments for their first dose of the vaccine. The state recently provided new guidance on the age eligibility for children enrolled in state-funded preschool programs; this would be all our children with full-day services. Children born between 9/2/2016 - 12/1/2016 will enroll in TK this fall and not qualify for state-funded preschool programs. All our families have been contacted, and CS helped them register for TK at their local school district.

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	<ul style="list-style-type: none"> CSB will host a Strength Breakthrough training in May. A survey was emailed to obtain feedback on availability to finalize the date of the training. The executive team was encouraged to share this information with other representatives. 	
<ul style="list-style-type: none"> Review February 17, 2021, Policy Council Minutes 	<ul style="list-style-type: none"> The group reviewed February 17, 2021, Policy Council Minutes. 	
<ul style="list-style-type: none"> Review and set Agenda for March 17, 2021, Policy Council Meeting 	The group reviewed and set the agenda for March 17, 2021, Policy Council Meeting. Ice Breaker: "What personal skills have you developed or have been working on during quarantine?"	
Meeting Evaluation	<u>Pluses / +</u>	<u>Deltas / Δ</u>
	<ul style="list-style-type: none"> Welcome Ana back Ending early Good facilitation 	<ul style="list-style-type: none"> Poor internet connection