

Bright Beginnings Policy Council Meeting of March 27, 2018

Agenda No. Item	Items	Motion or Activity
	Roll Call	Policy Council Members Present: Cecilia Alonso, Veronica Ruiz, Alma Aguilar, Iris Amaya Martinez, Francisco Aguilar, Nora Villa, John Montford, Michelle Gallardo, Tami Knedler, Debbie White, Sheila Hermocillo Bertelsen, Kathy Gemaehlich, Erica Elling, Betsy Morin, Bianca Alvarez, Joan Millan-Rodriguez...Translator
1	Call to Order	Michelle Gallardo called the meeting to order at 11:30 am, March 27, 2018
2	Approval Item	Approve the March agenda: The members were given the opportunity to ask any questions before approval. Cecilia moved to approve the March 27, 2018 agenda. Alma second the motion. Motion carried.
3	Approval Item	February minutes: The members were given the opportunity to look over and ask any questions before approving the February Minutes. Francisco moved to approve the February 2018 minutes. Veronica second the motion. Motion carried.
8	Approval Item	<p>Head Start Grant/Early Head Start Grant-this grant is for the fourth year of a 5 year grant. There will be 5 open full day classrooms, 3 at Sunnyside and 2 at Bright Beginnings for our 3-5 students. The full day classrooms will be for a total of 95 students. There will be 4 part day Head Start classrooms (morning and afternoon sessions), those will include the remaining 120 children. 215 children will continue to be served in the 3-5 program.</p> <p>Early Head Start will reduce their Home Visitation slots from 70 to 55, but there will be an increase in daycare slots from 14 to 30. There will be 4 daycare rooms on the Bright Beginnings campus that will serve 2 infant rooms and 2 toddler rooms. The members were given the opportunity to ask any questions before approval. Francisco moved to approve the Head Start Grant/Early Head Start Grant. Cecilia second the motion. Motion carried.</p>
4	Approval Item	Policies and Procedures Documents: The members were given the opportunity to look over and ask any questions concerning the policies and procedures documents before approving. Francisco moved to approve the work plans. Alma second the motion. Motion carried.
	Approval Item	Approval the Reporting Procedure-The members were given the opportunity to look over and ask questions concerning the information adding to the reporting standard before approving. Alma moved to approve. Francisco second the motion. Motion carried.

5	Information Item	Debbie reported as follows: Personnel update. Thanks to families for participating in home visits with family advocates this past month and conferences. A huge thanks also to Policy Council members who were able to attend the work session last Wednesday to review action plans, policies and procedures. Sunnyside rooms are move in ready. Next month's parent meeting will be held at Sunnyside, allowing all of our Bright Beginnings families to see the new additions. Our Grantee Annual Meeting at the end of February went well. The Office of Head Start has asked that our district administration, BOE, and Policy Council leadership acknowledge their reporting responsibility to the Regional Office for any issues regarding student safety or violation of Head Start standards. Policy Council and BOE signature pages acknowledging this understanding will be sent to the regional office. Two new BOE members, Pamela Preston and Jamey Lewis Gonzales, visited Bright Beginnings and completed their initial governing board training yesterday. They were able to tour the campus and see the capital outlay projects that are set to be completed by the district to address several safety and ADA issues that were identified in the last year's self -assessment. The bids to complete those projects were approved by the Board last night. Debbie ended her report by giving current enrollment numbers and important upcoming dates.
6	Information Item	EHS Update: Kathy reported by giving current numbers in EHS and PAT. Recruitment efforts are still ongoing. We had a table at the 3-5 conferences and met with some families that may need early childhood support. The videos are still in the works. The High School teacher is working on assigning the work to students. The Early Head Start socialization was about your senses for the month of March. Families made pat mats, tasted, touched and smelt many different items. The children and parents had a fun time.
7	Information Item	Fiscal Update: Betsy reported on each grant; YTD Expenses and Funds Remaining; Meals served; Transportation cost; and Non federal Share totals. Non federal shares is an amount that is figured by parent and or communities members volunteered time with Bright Beginnings. Members were given the opportunity to ask questions.
10	Information Item	Education Report: Sheila reported on the percentage of parent teacher conferences. Head Start Family Advocates and Early Head Start Family Advocates helped families during parent teacher conferences do ASQ's and ASQ:SE's. Those results will be printed off and sent home to parents.
11	Information Item	District update: The District is in the process of reviewing the Curriculum Study for grades K-12. Pamela Preston and Jamey Lewis Gonzales are the newest board members. Kindergarten enrollment started March 21. Call the Learning Center to make an appointment.
12	Information Item	Parent meeting update- Bianca: Families listened to Officer Lima and Officer Gutierrez speak on substance abuse and domestic violence. The April 17, 2018 Parent Meeting will be held at Sunnyside Elementary.
13	Information Item	Action Plans: The following Action Plans were sent home Financial Requirements, Administrative Requirements, Facilities, and Transportation for approval at the April 17th Policy Council meeting.

14	Adjournment	Next meeting is Tuesday, April 17, 2018 at 11:30a.m. Meeting was adjourned.
		Minutes recorded and submitted by: Erica Elling, March 27, 2018. Approved by Rozanna Bennett, Secretary.



