

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: April 19, 2017	Time: 6:00-7:30 PM
Location: 500 Ellinwood Way, Pleasant Hill, CA	
Meeting Leader: Sheila Frazier	
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 Child Abuse Prevention.

An understanding of the 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 temporary closure of the Home Base and Part Day Center Based Programs and Layoff of teachers and the early childhood educators.

An approval of the 2016 Self-Assessment Plan of Corrections

An approval of Scope of Services Change

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/or 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	Veronica Gutierrez	2 Minute

Meeting Ground Rules	Present Clarify Check for understanding	Emma Duran	1 Minute
Public Comment	Present	Public	1 Minute
Correspondence	Present Clarify	Roxanne Ross Flowers	1 Minute
Parent Recognition of Staff Excellence Award recognition	Present Clarify	Sheila Frazier	5 Minutes
Ice Breaker	Present Clarify Check for understanding	Sheila Frazier	5 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	12 Minutes
Training: <ul style="list-style-type: none"> • Child Abuse Prevention 	Present Clarify Check for understanding	Mental Health	20 Minutes
Report <ul style="list-style-type: none"> • Subcommittee Updates 	Present Clarify Check for understanding	Subcommittee Leads	5 Minutes
Action: <ul style="list-style-type: none"> • Consider approval of New Hires 	Present Clarify Check for understanding Check for Agreement	Reni Radeva	5 Minutes
Action: <ul style="list-style-type: none"> • Consider approval of temporary closure of the Home Base and Part Day Center Based Programs and Layoff of teachers and the early childhood educators 	Present Clarify Check for understanding Check for Agreement	Reni Radeva	5 Minutes
Action: <ul style="list-style-type: none"> • Consider Approval of March 15, 2017, Policy Council Minutes 	Present Clarify Check for understanding Check for Agreement	Roxanne Ross Flowers	5 Minutes
Action: <ul style="list-style-type: none"> • Consider Approval of 2016 Self-Assessment Plan of Corrections 	Present Clarify Check for understanding Check for Agreement	Janissa Rowley	5 Minutes

Action: <ul style="list-style-type: none"> Consider Approval of Scope of Services Change 	Present Clarify Check for understanding Check for Agreement	Katharine Mason	10 Minutes
Site Reports	Present Clarify Check for Understanding	Site Representatives	5 Minutes
Announcements	Present Clarify Check for Understanding	Ana Araujo	2 Minutes
Meeting Evaluation	Plus/Delta	Volunteer	1 Minute

Adjourn to Economic Opportunity Council Public Hearing