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## Agenda

<b>Group/Meeting Name: CSB Policy Council Meeting</b>	
<b>Date:</b> August 16, 2017	<b>Time:</b> 6:00-8:00 PM
<b>Location:</b> 500 Ellinwood Way, Pleasant Hill, CA	
<b>Meeting Leader:</b> Sheila Frazier	
<b>Purpose:</b> 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.

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

An approval of the 2018 Head Start/Early Head Start Continuation Grant Application: Including Budgets, T & TA Plan and Program Goals & Objectives.

An understanding of 2013-2017 Final Goals & Objectives updates.

An understanding of the 2<sup>nd</sup> Period Semi-Annual Monitoring Report.

An understanding of the Final DRDP Outcomes Reports and School Readiness final report so that we are aware of the children's educational progress.

Recognition of the 2016-2017 Policy Council as this is the last meeting for this PC year.

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 Minutes
Meeting Ground Rules	Present	Emma Duran	2 Minute

	Clarify Check for understanding		
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
<b>Ice Breaker</b>	Present Clarify Check for understanding	Sheila Frazier	7 Minutes
<b>Administrative Reports:</b> <ul style="list-style-type: none"> <li>• CSB Director</li> <li>• Division Manager</li> <li>• Fiscal</li> </ul>	Present Clarify Check for understanding	Camilla Rand Janissa Rowley for Katharine Mason Haydee Ilan	15 Minutes
<b>Report</b> <ul style="list-style-type: none"> <li>• Subcommittee Updates</li> </ul>	Present Clarify Check for understanding	Subcommittee Leads	5 Minutes
<b>Action:</b> <ul style="list-style-type: none"> <li>• Consider approval of New Hires</li> </ul>	Present Clarify Check for understanding Check for Agreement	Reni Radeva	5 Minutes
<b>Action:</b> <ul style="list-style-type: none"> <li>• Consider approval of June 21, 2017, Policy Council Minutes</li> </ul>	Present Clarify Check for understanding Check for Agreement	Roxanne Ross Flowers	3 Minutes
<b>Action:</b> <ul style="list-style-type: none"> <li>• Consider Approval of 2018 HS/EHS Continuation Grant Application: Including Budgets, T &amp; TA Plan and Goals and Objectives</li> </ul>	Present Clarify Check for understanding Check for Agreement	Christina Reich	10 Minutes
<b>Report:</b> <ul style="list-style-type: none"> <li>• 2013-2017 Final Goals &amp; Objectives updates</li> </ul>	Present Clarify Check for understanding	Christina Reich	10 Minutes
<b>Report:</b> <ul style="list-style-type: none"> <li>• 2<sup>nd</sup> Period Semi-Annual Monitoring Report</li> </ul>	Present Clarify Check for understanding	Sarah Reich	10 Minutes
<b>Report:</b> <ul style="list-style-type: none"> <li>• Final 2016-2017 DRDP Outcomes Report and School Readiness final</li> </ul>	Present Clarify Check for understanding Check for Agreement	Ron Pipa Amy Wells	20 Minutes

report			
<b>2016-2017 Policy Council Recognition</b>	Present	Camilla Rand Janissa Rowley	17 Minutes
Site Reports	Present Clarify Check for Understanding	Site Representatives	3 Minutes
Announcements	Present Clarify Check for Understanding	Ana Araujo	3 Minutes
Meeting Evaluation	Plus/Delta	Volunteer	1 Minute