

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: June 19, 2019	Time: 6:00-8:00 PM
Location: 500 Ellinwood Way, Pleasant Hill, CA	
Meeting Leader: Veronica Gutierrez	
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 PC Staff at least 48 hours before the meeting at (925) 646-5595.

Persons, who wish to address the CSB Policy Council during public comment or with respect to an agenda item, will be limited to two minutes.

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 icebreaker to open communication and build connection among Policy Council members.

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

Subcommittee updates so all representatives are informed of discussion items and outcomes.

A training on the Make Parenting a Pleasure curriculum to enhance Policy Council members' understanding of the parenting curriculum CSB offers and makes available to parents throughout the program.

Community Assessment updates to enhance our understanding of the strengths and needs in our community.

A presentation on 2018-19 Parent Survey results to gain an awareness of parent feedback relating to program quality.

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

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	Emma Duran	3 Minutes
Meeting Ground Rules	Present Clarify Check for understanding	Delphine Smith	2 Minutes
Public Comment	Present	Member of the Public	1 Minute
Correspondence	Present Clarify	Katie Cisco	1 Minute
Parent Recognition of Staff Excellence Award recognition	Present Clarify	Veronica Gutierrez	5 Minutes

Ice Breaker	Present Clarify Check for understanding	Veronica Gutierrez	7 Minutes
Administrative Reports: <ul style="list-style-type: none"> CSB Director Division Manager Fiscal 	Present Clarify Check for understanding	Katharine Mason Haydee Ilan	20 Minutes
Report: <ul style="list-style-type: none"> Subcommittee Updates 	Present Clarify Check for understanding	Subcommittee Leads	5 Minutes
Training: <ul style="list-style-type: none"> Make Parenting a Pleasure 	Present Clarify Check for understanding	Shawn Powers Stephanie Canulli	30 Minutes
Action: <ul style="list-style-type: none"> Consider Approval of May 15, 2019 Policy Council Minutes 	Present Clarify Check for understanding Check for Agreement	Veronica Gutierrez	3 Minutes
Report: <ul style="list-style-type: none"> Community Assessment Report 	Present Clarify Check for understanding	Nelly Ige	20 Minutes
Report: <ul style="list-style-type: none"> 2018-2019 Parent Survey Results 	Present Clarify Check for understanding	Amy Wells	15 Minutes
Site Reports	Present Clarify Check for Understanding	Two Site Representatives	5 Minutes
Announcements	Present Clarify Check for Understanding	Ana Araujo	2 Minutes
Meeting Evaluation	Plus/Delta	Volunteer	1 Minute