

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

Date: 5/5/2021 Time Convened 6:03 p.m. Time Terminated 6:30 p.m. Recorder: Imelda Prieto Martinez

Attendees: Jasmine Cisneros, Karen Medrano, Carmina Hernandez, Amy Wells, and Michelle Mankewich

Absentees: Matthew Carlson

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 6:03 pm. Michelle Mankewich, ASAI, reviewed the desired outcomes and the meeting ground rules.
<p>Action:</p> <ul style="list-style-type: none"> Review and approve April 7, 2021 Executive Meeting Minutes 	<p>The minutes were reviewed; no corrections were noted.</p> <p>A motion to approve April 7, 2021 Executive Meeting Minutes was made by Karen Medrano and seconded by Carmina Hernandez. 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.Consuelo Hanson, Teacher at Lavonia Allen, and Ms. Monica Barajas, Family Support Specialist at Aspiranet, to receive recognition on May 19, 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 May 19, 2021 Policy Council meeting to receive their recognition.</p>
	<p>Michelle Mankewich, ASA III, provided updates on the following items:</p> <ul style="list-style-type: none"> The teaching staff and the Comprehensive Services team had an opportunity to participate in a training titled: Equity Practices: Anti-Bias & Anti-Racism in Early Childhood during the April 22nd Closure. Training opportunities like this help CSB staff reflect on current practices to develop ways to improve our relationships with the children and families we serve. This week is teacher appreciation week; each center has various activities planned to celebrate the teachers. This is a great week to remind your classroom teams how much you appreciate them. Our annual self-assessment is set to take place next week, May 10-14th. Our Comprehensive Services Assistant Managers will lead teams of site staff, PC parents, community partner staff and representatives from the Board of Supervisors offices to review all areas of the program at the administration office and at various centers county-wide. Our Comprehensive Services team is working on wrapping up this program year; they will be reaching out to all families to follow up on goals set in the fall and complete our Family Partnership agreement. These activities help us get to know families personally and offer personalized support when and where needed.

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	<p>Amy Wells, Interim Division Manager, provided the following program updates:</p> <ul style="list-style-type: none"> CSB made the difficult decision to relocate all classroom and comprehensive services from Las Deltas to Crescent Park, effective July 1, 2021. Unfortunately, the area surrounding Las Deltas, including previous housing, has been demolished, leaving the area desolate and lacking community traffic, making staff and families feel isolated and uneasy upon arrival and departure and during the hours of operation. All Las Deltas teaching and site staff will continue to work in the capacity they are currently working. No jobs will be lost or eliminated during the relocation to Crescent Park. Additionally, children currently enrolled at Las Deltas who remain age-eligible will continue receiving preschool, toddler, and/or infant services at the Crescent Park location. Families who choose not to go to the Crescent Park center will be given priority placement at the nearby locations of Verde, Contra Costa College, YMCA CDC, or YMCA 8th Street. No family will lose services due to the relocation. 	
<ul style="list-style-type: none"> Review April 7, 2021 Policy Council Minutes 	<ul style="list-style-type: none"> The group reviewed April 7, 2021 Policy Council Minutes. 	
<ul style="list-style-type: none"> Review and set Agenda for May 19, 2021 Policy Council Meeting 	<p>The group reviewed and set the agenda for May 19, 2021 Policy Council Meeting. Ice Breaker: "Share your favorite nursery rhyme."</p>	
Meeting Evaluation	<u>Pluses / +</u> <ul style="list-style-type: none"> Finished on time Good facilitation 	<u>Deltas / Δ</u> <ul style="list-style-type: none"> None