



Policy Committee Meeting

Thursday, June 8, 2023

Minutes

1. Welcome:

At 6:33 pm, the president of the Policy Committee, Jose Carlos Gómez, began the meeting by welcoming those present. A *quorum* was established with 5 members.

2. Public Comment Period:

There were no comments.

3. a) Agenda:

Mr. Jose Carlos Gómez read the agenda. There being no changes, the agenda was approved unanimously with Ms. Carolina Sierra making the motion and being seconded by Ms. Rocio Contreras.

b1.) Review of the Minutes

The minutes of May 4, 2023 were reviewed. There being no corrections, the minutes were unanimously approved with the motion of Ms. María Corrales and being seconded by Ms. Brianda Rodríguez.

4. Policy Council Members Report – Off-Season Meetings/Activities

Ms. Carolina Sierra Blanco reported that a policy council meeting was held on May 11, 2023 where there were approvals for transfer of funds. Ms. Carolina also reported that there will be a special meeting on June 20 to discuss the importance of having a quorum at all meetings.

5. Program Director Report (see written report)

May 2023 report

Child Enrollment

The first day of services was Monday, May 8. The program continues to participate in community events to recruit families.

Staff

Recruitment for open program positions continues. This Saturday, June 10, the program will participate in the district job fair in the board room to continue recruiting.

Contracts

To date the program has contracted with 41 family child care home providers. We are in the process of recruiting two new providers.

Activities and Services Calendar

Preschool teachers are taking the 5-year-olds for transition visits at the elementary schools they will attend in the fall.

Monitoring

Health and safety monitoring visits were carried out at the centers and homes during the week of May 22 . The results were satisfactory.

Safety and Supervision Practices

Freedom Center project continues. ALICE training will be offered to all instructional staff members during the professional development day on June 12th.

6. Financial Report

Jose Rocha, Program Operations Supervisor, reviewed the financial report for March and April 2023. Including the basic budget report which is the main budget for the program, expenses to date, and the budget balance. The percentage spent of the basic budget was 7.07%. He also reported that .35% of the non-federal share budget has been generated. In addition, he reviewed the following reports: the Training and Technical Assistance budget report, the credit card report, the food served at the centers report, and the enrollment report.

7. Change in Scope/MSHS Slot Reduction

The director of the program, Angelica C. Rentería, explained that the federal government is offering the programs the opportunity to reduce their enrollment since operating costs have risen substantially and the funds for the cost of living adjustment (COLA) are not enough to solve these increases.

It is proposed to reduce enrollment by 15%, which is 112 children. The program currently must provide services to 752 children each season, with the reduction it would be 640 children. With this adjustment, the program will receive more funds per child to balance the program's budget. The school district recently approved significant staff pay increases and these reductions will help the program become self-sustaining.

In recent years the district's enrollment has dropped 15%, this is the reason the program is proposing to reduce 15% as this change does not affect existing families. Families have been moving out of the area because of the high cost of living and rent. Many families are not migrants and this has also had an effect on program enrollment. In addition, there are other programs available to families such as universal preschool and transitional kindergarten.

There are several benefits to reducing program slots:

1. Reduce district contribution
2. Improve the number of families assigned by each family services staff member
3. Being able to recruit more qualified teachers with a better salary
4. Stabilize the budget
5. No one would be displaced from their job
6. Stabilize days of services at 115 for centers and family child care homes

Ms. María Corrales gave the motion to approve the reduction in slots, it was seconded by Ms. Carolina Blanco and unanimously approved.

8. Board of Trustees Liaison Report

No report given.

9. Communications from the Office of Head Start

The following communication from the Office of Head Start was reviewed :

- American Indian and Alaska Native (AIAN) Head Start Eligibility Through Tribal TANF [ACF-IM-HS-23-02].

10. Questions/Other

Volunteers have been requested to assist during officials training which will take place on Saturday, June 24th.

11. Next Meeting

The next meeting date will be Thursday, July 6, 2023 at 6:30 pm in the Board room and by videoconference.

12. Adjournment

The meeting was adjourned at 8:03 pm with Ms. Carolina Sierra making the motion, being seconded by Ms. Rocío Contreras and unanimously approved .