

**Head Start Policy Committee Meeting Minutes  
Thursday, February 15, 2018**

**I. Call to Order/Roll Call**

The meeting was called to order at 9:08 a.m. by Andrea Scharnow, Chair. Jessica Bradsberry, representative for Parkway Wrap, was asked to take minutes of the meeting and to take roll. She took roll and a quorum was established.

**II. Consent Items**

**A. Approval of the Minutes of the January 18, 2018 Meeting**

Minutes of the January 18, 2018 meeting were reviewed. Stephanie Reeves moved to approve the minutes. Debra Lee seconded the motion. Show of hands vote: Aye: 14 (Stephanie Reeves, Debra Lee, Tanessa Lee, Jessica Ruiz, Bernadette Fitchie, Veronica Gaddy, Maria Torres, Jessica Bradsberry, Laini Cobain, Flor Sierra-Munoz, Kimberly

Jennifer Osalbo, Coordinator, spoke about the 2018-2019 Plan of Action. This plan highlighted the goals of the Child Development Department that would be carried over to the 2018-2019 school year. She provided copies of the 2018-2019 Program Improvement Plan. Veronica Gaddy moved to approve the 2018-2019 Program Improvement Plan. Debra Lee seconded the motion. Show of hands vote: Aye: 16 (Veronica Gaddy, Debra Lee, Tanessa Lee, Jessica Ruiz, Maria Garcia, Bernadette Fitchie, Stephanie Reeves, Maria Torres, Jessica Bradsberry, Laini Cobain, Flor Sierra-Munoz, Kimberly Person, Deanna Quintanilla, Aurelia Garcia, Kashani Daniels and Thuyen Tran) Nay: 0 Abstentions: 1, Andrea Scharnow, Chair.

#### **IV. Action Items (Closed Session Personnel-Pursuant to Government Code Section 54957)**

##### **A. Staff Approval**

Jennifer Osalbo, Coordinator, provided information for the hiring of Lisa Jimenez as a Child Care Attendant at C. P. Huntington Room 22. She also provided information for the hiring of Raquel Lopez as a Child Care Attendant at Ethel I. Baker Wrap. Stephanie Reeves moved to approve the hiring of Lisa Jimenez and Raquel Lopez as Child Care Attendants. Veronica Gaddy seconded the motion. Show of hands vote: Aye: 16 (Stephanie Reeves, Veronica Gaddy, Tanessa Lee, Jessica Ruiz, Maria Garcia, Bernadette Fitchie, Debra Lee, Maria Torres, Jessica Bradsberry, Laini Cobain, Flor Sierra-Munoz, Kimberly Person, Deanna Quintanilla, Aurelia Garcia, Kashani Daniels and Thuyen Tran) Nay: 0 Abstentions: 1, Andrea Scharnow, Chair.

Rose Moya, Supervisor, provided information for the hiring of Mario Baca as Child Development Specialist. Veronica Gaddy moved to approve the hiring of Eyanna Harris as Clerk III. Maria Castro-Flores seconded the motion. Veronica Gaddy moved to approve the hiring of Mario Baca as Child Development Specialist. Tanessa Lee seconded the motion. Show of hands vote: Aye: 16 (Veronica Gaddy, Tanessa Lee, Jessica Ruiz, Maria Garcia, Bernadette Fitchie, Stephanie Reeves, Debra Lee, Maria Torres, Jessica Bradsberry, Laini Cobain, Flor Sierra-Munoz, Kimberly Person, Deanna Quintanilla, Aurelia Garcia, Kashani Daniels and Thuyen Tran) Nay: 0 Abstentions: 1, Andrea Scharnow, Chair.

#### **V. Information Items**

##### **A.**

Jacque Bonini, Director, reported that the Federal Review went smoothly and there was a lot of positive feedback from the reviewers. There were several data tours where delegates came together to share with the reviewers on how we conduct our business. This gave reviewers an idea of what we do in Sacramento County. Several sites were visited and teachers were interviewed on general questions. This gave reviewers an opportunity to see how our programs run and as a county we work as a team. The reviewers will turn in their notes to an analyst who will write up a countywide report. We do not have a date on when we will receive the report. Second part of the Federal Review will be on CLASS and will occur during April 2<sup>nd</sup> thru April 6<sup>th</sup>. There will be 25% of our classrooms visited and one score for the entire county. Jacque will share report as soon as she gets it. We are currently working on next year's grant and will present it at next month's PC meeting.



Doris Reese, Coordinator, shared that the second part of the Federal Review is the Class assessment. The review will occur during the week of April 2<sup>nd</sup> thru April 6<sup>th</sup>. We do not know which classes that will be reviewed or the exact times of the review.

#### **H. Parent Engagement Update**

BraJona Rashada, Parent Advisor, shared information about the Parent Engagement

w