



**Head Start/State Child
Development Services**

**POLICY COUNCIL
MEETING PACKET**

December 20, 2017





Policy Council Agenda
December 20, 2017
5005 Business Park North
 5:30 p.m.-7:00 p.m.
Meeting Locations:

5005 Business Park North Bakersfield, CA 93309	1145 N. Hunter St. Stockton, CA 95202
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1. **Call to Order** Chairperson
 - a. Moment of Silence, Pledge of Allegiance
 - b. Reading of Promise of Community Action
"Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community and we are dedicated to helping people help themselves and each other."

2. **Roll Call/Set Quorum** Secretary

3. **Approval of Agenda** Chairperson *ACTION
 - a. Date of Agenda: December 20, 2017

4. **Approval of Minutes** Chairperson *ACTION
 - a. Date of Minutes: November 16, 2017

5. **Presentation of Guests /Public Forum**
 - a. *The public wishing to address the full Policy Council may do so at this time. Policy Council members may respond briefly to statements made or questions posed. However, the PC will take no action other than that referring the item(s) to staff for study and analysis. Speakers are limited to five minutes each. If more than one person wishes to address the same topic, total group time for the topic will be 10 minutes. Please state your name before making your presentation. Thank you.*

6. **Standing Committee Reports** (3 mins. each)
 - a. School Readiness Committee **Verbal Report**
 - b. Planning Committee **Verbal Report**
 - c. Finance Committee **No Report**
 - d. By-Laws Committee **No Report**

7. **New Business** Chairperson *ACTION
 - a. Motion to approve two parents to attend the California Head Start Conference
 - b. Motion to approve the resolution to submit non-federal share waiver request for San Joaquin County Early Head Start for the 2017-2018 funding year.

8. **Presentations**
 - a. Family Services Keeps the Ball Rolling for School Readiness, Angela Adams- Family Education Coordinator



9. Communications

- a. Kern Head Start & Early Head Start Budget vs. Actual Expenditures, March 1, 2017 through November 30, 2017
- b. San Joaquin Early Head Start Budget vs. Actual Expenditures, February 1, 2017 through November 30, 2017
- c. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures, September 1, 2017 through November 30, 2017
- d. Parent Local Travel & Child Care through November 30, 2017
- e. Parent Activity Funds through November 30, 2017
- f. Parent Meals prepared by Central Kitchen through November 30, 2017
- g. Enrollment, Average Daily Attendance, and Child & Adult Care Food Program/Central Kitchen Report for HS/EHS Kern, EHS San Joaquin, and EHS Child Care Partnerships November 2017
- h. Supervision and Transitions acf-im-hs-15-05
- i. Policy and Program Guidance for the Early Head Start Child Care Partnerships acf-im-hs-15-03
- j. Expulsion and Suspension Policy Statement acf-im-hs-16-01
- k. Upcoming Pyramid Model Training FYI Flyer, Head Start Content Area Specialist Wellness Team
- l. Kern County Homeless Collaborative Volunteers Needed Flyer

10. Program Governance Report/Training

Janelle Gonzalez **Verbal Report (5 min.)**

11. Community Representative Report

Lindsay Harrison/
Ana Lester **Verbal Report (5 min.)**

12. Early Head Start San Joaquin Report

Rashi Strother **Verbal Report (3 min.)**

13. Early Head Start Partnership Report

Tranisha Hartman **Verbal Report (3 min.)**

14. Board of Directors Representative Report

Yolanda Ochoa **Verbal Report (3 min.)**

15. Director's Report (HS/State Child Development)

Yolanda Gonzales **Verbal Report (5 min.)**

16. Policy Council Chairperson/Announcements

Enrique Salazar **Verbal Report (3 min.)**

17. Adjournment

Chairperson

**Next meeting is January 25, 2018 light dinner at 5:00 p.m. meeting begins at 5:30 p.m.
5005 Business Park North, Suite 130- Board Room**

Policy Council Attendance '17-'18

Legend:	
Attended	X
Did not attend meeting	ABS
Attending Another CAPK function	
Appealed Termination	
Membership Terminated	
Absent Due to Weather Conditions	
Resigned	
Special Call Meeting	SC
Not elected Rep at the time	SC

#	REGION 1 PC Member Name	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	June 2018	July 2018	Aug 2018	Sept 2018	Oct 2018
1	Jacqueline Boykin- Willow	X											
2	Nicole Walker- Noble	X											
3	Daisy Valencia- Wesley	X											
4	Amber Dunlap- Willow	X											
#	REGION 2 PC Member Name	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	June 2018	July 2018	Aug 2018	Sept 2018	Oct 2018
1	Kristel Melendez- Pioneer	ABS											
2	Ulysses Rodriguez- Williams	X											
3	Kimberly Henry- Pacific	X											
4	Coyolxauhqui Mata- Roosevelt	X											
#	REGION 3 PC Member Name	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	June 2018	July 2018	Aug 2018	Sept 2018	Oct 2018
1	Sharif Hassan- Harvey Hall	X											
2	Victoria Garcia Carlos- Plainz	X											
3	Joanna Guillen- Harvey Hall	X											
4	Enrique Salazar- Pete Parra	X											
#	Region 4 PC Member Name	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	June 2018	July 2018	Aug 2018	Sept 2018	Oct 2018
1	Naomi Carrillo- Motiave	X											
2	Maggie Hatzell- Rosamond	X											
3	Christine DeNardo- California City	X											
4	Opening												
#	Home Base PC Member Name	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	June 2018	July 2018	Aug 2018	Sept 2018	Oct 2018
1	Diana Reyes- Ocanel Martinez	X											
2	Opening												
BC/Blanton EHS Partnership													
1	Tranisha Hartman- Bakersfield College	ABS											
San Joaquin EHS Partnership													
1	Opening												
2	Opening												
#	Community Rep Member	Nov 2017	Dec 2016	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	June 2018	July 2018	Aug 2018	Sept 2018	Oct 2018
1	Ana Lester- First 5	X											
2	Lindsay Harrison- Standard District	X											
3	Opening												
#	Board Member	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	June 2018	July 2018	Aug 2018	Sept 2018	Oct 2018
1	Yolanda Ochoa	ABS											



Policy Council Sub-Committee Attendance Sheet 2017-2018

Bylaws Subcommittee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Ulyses Rodriguez (Chair)											
Coyolxauhqui Mata											
Naomi Carrillo											
Enrique Salazar Jr.											
Joanna Guillen											
Kristel Melendez											
OPENING											

Budget & Finance Subcommittee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Diana Reyes (Chair)											
Christine DeNardo											
Amber Dunlap											
Kimberly Henry											
Opening											
Opening											
Opening											

School Readiness Subcommittee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Nicole Walker (Chair)											
Amber Dunlap											



Daisy Valencia											
Kimberly Henry											
Jacqueline Boykin											

Planning Subcommittee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Joanna Guillen (Chair)	X										
Sharif Hassan	X										
Maggy Hartzell	X										
Christine DeNardo	ABS										
Victoria Garcia Carlos	X										
Anastasia Lester	X										
Lindsay Harrison	X										

Legend	
Attended	X
Did not attend	ABS
Attended a CAPK Function	
Resigned	
Terminated	
Did not meet	
Not Elected at the time	

POLICY COUNCIL STANDING COMMITTEES

December 2017

EXECUTIVE COMMITTEE

Chairperson: Enrique Salazar Jr.
Vice Chairperson: Joanna Guillen
Secretary: Nicole Walker
Treasurer: Diana Reyes
Parliamentarian: Ulyses Rodriguez

STANDING COMMITTEE MEMBERS

BYLAWS (1 Opening)

Chairperson: Ulyses Rodriguez

1. Coyolxauhqui Mata
2. Naomi Carrillo
3. Enrique Salazar Jr.
4. Joanna Guillen
5. Kristel Melendez
6. Opening

PLANNING (0 Openings)

Chairperson: Joanna Guillen

1. Sharif Hassan
2. Maggy Hassan
3. Christine DeNardo
4. Victoria Garcia Carlos
5. Anastasia Lester
6. Lindsay Harrison

School Readiness (1 Opening)

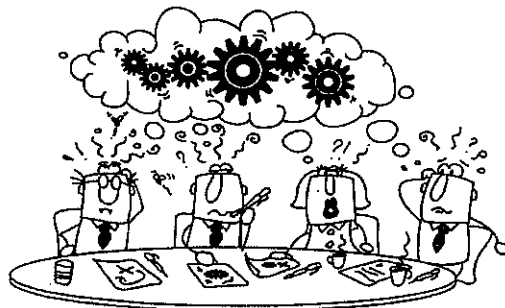
Chairperson: Nicole Walker

1. Amber Dunlap
2. Daisy Valencia
3. Kimberly Henry
4. Jacqueline Boykin
5. Opening

FINANCE (3 Openings)

Chairperson- Diana Reyes

1. Christine DeNardo
2. Amber Dunlap
3. Kimberly Henry
4. Opening
5. Opening
6. Opening



**COMMUNITY ACTION PARTNERSHIP OF KERN
HEAD START / STATE CHILD DEVELOPMENT PROGRAMS
POLICY COUNCIL (PC) MEETING MINUTES
NOVEMBER 16, 2017**

1. **CALL TO ORDER** – Enrique Salazar Jr. called the meeting to order at 5:30 p.m.
 - a. Moment of Silence, Pledge of Allegiance
 - b. Reading of Promise of Community Action
“Community Action changes people’s lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community and are dedicated to helping people help themselves and each other.”

2. **ROLL CALL/SET QUORUM** – Quorum was established.
PC Members Present: Jacqueline Boykin, Amber Dunlap, Nicole Walker, Daisy Valencia, Ulyses Rodriguez, Coyolxauhqui Mata, Sharif Hassan, Victoria Garcia Carlos, Joanna Guillen, Enrique Salazar Jr., Naomi Carrillo, Maggy Hartzell, Christine DeNardo, Diana Reyes

3. **APPROVAL OF AGENDA (*ACTION)**
 - a. Approval of the PC Agenda dated November 16, 2017 was made by Amber Dunlap; seconded by Diana Reyes. Motion carried unanimously.

4. **APPROVAL OF MINUTES (*ACTION)**
 - a. Approval of the PC meeting minutes dated October 26, 2017 was made by Ulyses Rodriguez; seconded by Diana Reyes. Motion carried unanimously.

5. **PRESENTATION OF GUESTS/PUBLIC FORUM**
(The public wishing to address the full Policy Council may do so at this time. Policy Council members may respond briefly to statements made or questions posed. However, the PC will take no action other than referring the item(s) to staff for study and analysis. Speakers are limited to five minutes each. If more than one person wishes to address the same topic, total group time for topic will be 10 minutes. Please state your name before making your presentation. Thank you.
Pam Pritchard introduced Administration Director, Pritika Ram. Additional guests in attendance: Anastasia Lester; Lindsay Harrison; Brandie Webb; Pam Pritchard Assistant Director Head Start/State Child Development Director; Lisa Price, PDM Administrative Assistant; Janelle Gonzalez, Governance Coordinator; Jerry Meade, Program Design & Management Administrator; Monica Ayon, Center Director; Rebecca Love, Center Director; Candace Bednar, Center Director; Krissie Leach, Program Manager

6. **STANDING COMMITTEE REPORT** (3 minutes each)
 - a. School Readiness Committee – No report
 - b. Planning Committee – No report
 - c. Finance Committee – No report
 - d. By-Laws Committee – No report

7. **NEW BUSINESS** – Chairperson (*ACTION)
 - a. **Motion to approve Community Representatives Lindsay Harrison and Ana Lester**
Candidates spoke briefly prior to voting. Motion made by Amber Dunlap and seconded by Joanna Guillen to approve Lindsay Harrison & Ana Lester as 2017 – 2018 Policy Council Community Representatives. Motion carried unanimously.
 - b. **Nomination and election of the Policy Council Chairperson (2 minutes)**
The nominations for Policy Council Chairperson were Enrique Salazar Jr., Ana Lester and Nicole Walker. Each candidate was given an opportunity to address the group prior to voting. Enrique received most

votes. Motion was made by Nicole Walker to approve the election of Enrique Salazar Jr. for the position of PC Chairperson; seconded by Ulyses Rodriguez. Motion carried unanimously.

c. Nomination and election of the Policy Council Vice Chairperson (2 minutes)

A sole self-nomination for this position was made by Joanna Guillen. Motion was made by Maggy Hartzell to approve the election of Joanna Guillen for the position of PC Vice-Chairperson; seconded by Sharif Hassan. Motion carried unanimously.

d. Nomination and election of the Policy Council Secretary (2 minutes)

A sole self-nomination for this position was made by Nicole Walker. Motion was made by Amber Dunlap to approve the election of Nicole Walker for the position of PC Secretary; seconded by Diana Reyes. Motion carried unanimously.

e. Nomination and election of the Policy Council Treasurer (2 minutes)

Self-nominations for the position of Policy Council Treasurer were made by Amber Dunlap and Diana Reyes. Each candidate was given the opportunity to address members prior to voting. Diana Reyes received most votes. Motion was made by Christine DeNardo to approve the election of Diana Reyes for the position of PC Treasurer; seconded by Daisy Valencia. Motion carried unanimously.

f. Nomination and election of the Policy Council Parliamentarian (2 minutes)

Self-nominations for the position of Policy Council Parliamentarian were made by Amber Dunlap and Ulyses Rodriguez. Each candidate was given an opportunity to address the group prior to voting. Ulyses received most votes. Motion was made by Sharif Hassan to approve the election of Ulyses Rodriguez for the position of PC Parliamentarian; seconded by Maggy Hartzell. Motion carried unanimously.

g. Nomination and election of Policy Council Bylaws Committee Members (7 openings)

Janelle reminded the group that as a member of Policy Council they must serve on at least one subcommittee. She added that the Parliamentarian is automatically the chairperson of the PC Bylaws Committee. This committee will meet approximately 2-3 times per year. The following members expressed a desire to sign up for the PC Bylaws Committee: Ulyses Rodriguez (chairperson), Coyolxauhqui Mata, Naomi Carrillo, Enrique Salazar Jr., Joanna Guillen, Kristen Melendez, Kristel Melendez. Motion made by Maggy Hartzell to approve the nominees as presented; seconded by Joanna Guillen. Motion carried unanimously.

h. Nomination and election of Policy Council Planning Committee Members (7 openings)

The following members expressed a desire to sign up for the PC Planning Committee: Joanna Guillen (chairperson), Sharif Hassan, Maggy Hartzell, Christine DeNardo, Victoria Garcia Carlos, Anastasia Lester, Lindsay Harrison. Motion made by Maggy Hartzell to approve the nominees as presented; seconded by Joanna Guillen. Motion carried unanimously.

i. Nomination and election of Policy Council Budget & Finance Committee Members (7 openings)

The following members expressed a desire to sign up for the PC Budget & Finance Committee: Diana Reyes (chairperson), Christine DeNardo, Amber Dunlap, Kimberly Henry. Motion made by Diana Reyes to approve the nominees as presented; seconded by Ulyses Rodriguez. Motion carried unanimously.

j. Nomination and election of Policy Council School Readiness Committee Members (7 openings)

The following members expressed a desire to sign up for the PC School Readiness Committee: Nicole Walker (chairperson), Amber Dunlap, Daisy Valencia, Kimberly Henry, Jacqueline Boykin. Motion made by Maggy Hartzell to approve the nominees as presented; seconded by Joanna Guillen. Motion carried unanimously.

k. Nomination and election of Head Start Representative for CAPK's BOD (1 opening)

Nominees for this position were Sharif Hassan and Ana Lester. Candidates were given the opportunity to address members prior to voting. Sharif Hassan received the most votes. Motion was made by Coyolxauhqui Mata to approve Sharif Hassan as PC Head Start Representative on the Community Action Partnership Board of Directors; seconded by Joanna Guillen. Motion carried unanimously.

l. Request for the approval of the proposed Policy Council Meeting days and times

Proposed time and dates as provided in the Policy Council packet were presented. The proposal is for meeting days to take place on the final Thursday of the month with light dinner at 5:00 p.m. and PC Meeting to begin at 5:30 p.m. with an exception for the month of December. Due to a Staff Development Day scheduled on Thursday December 20, 2017 Policy Council will meet on Wednesday

December 20, 2017. Motion was made by Maggy Hartzell; seconded by Ulyses Rodriguez. Motion carried unanimously.

8. PRESENTATIONS

a. None

9. COMMUNICATIONS – Chairperson

- a) Kern Head Start & Early Head Start Budget vs. Actual Expenditures
March 1, 2017 through October 31, 2017
- b) San Joaquin Early Head Start Budget vs. Actual Expenditures
February 1, 2017 through October 31, 2017
- c) Early Head Start Child Care Partnerships Budget vs. Actual Expenditures
September 1, 2016 through August 31, 2017 (Interim Year-End Report)
- d) Early Head Start Child care Partnerships Budget vs. Actual Expenditures
September 1, 2017 through October 31, 2017
- e) Parent Local Travel & Child Care through October 31, 2017
- f) Parent Activity Funds, through October 31, 2017
- g) Parent Meals prepared by the Central Kitchen through October 31, 2017
- h) Enrollment, Average Daily Attendance and Child & Adult Care Food Program/Central Kitchen Report
for HS/EHS Kern, EHS San Joaquin and EHS Child Care Partnerships, October 2017
- i) Dignity Health Mercy & Memorial Hospitals Homemaker Care Training Program
- j) Head Start Ready Rosie Workshops Coming Soon
- k) Head Start Disabilities Advisory Committee Meeting

Motion made by Victoria Garcia Carlos to receive and file items (a) – (k)

10. PROGRAM GOVERNANCE REPORT/TRAINING – Janelle Gonzalez

Janelle congratulated the executive officers on their new positions and stated that she will be scheduling a group training soon. She added that this is an exciting time and she is looking forward to the upcoming term and working with everyone.

11. COMMUNITY REPRESENTATIVE REPORT

Representatives said they were excited to be back for another term and spoke briefly about their respective organizations. Lindsay Harrison shared that she works with children and families at Beardsley Elementary School, providing a variety of resources to them that are available throughout the community. Ana Lester represents First 5 Kern and shared she has a variety of resources for programs throughout the entire county. Ana stated open enrollment is currently taking place for Medi-Cal and encouraged members to reach out to she and Lindsay as they are a resource for this committee.

12. EARLY HEAD START SAN JOAQUIN REPORT – Rashi Strather

On behalf of Rashi Strother, Jerry Meade provided the EHS SJC Report. He shared members of our Kern Education as well as Health & Nutrition team are currently in San Joaquin County doing a full monitoring of the program in preparation for their upcoming review. Additionally, we have a parent that has been elected to Policy Council via the Regional Parent Committee (RPC) Meeting process. Upon receipt of training this parent will join in on PC Meetings. There is another RPC Meeting in January in the hopes of electing another parent to sit on Policy Council.

13. EARLY HEAD START PARTNERSHIP REPORT – Tranisha Hartman

On behalf of Tranisha Hartman, Janelle Gonzalez provided the EHS Partnership report. She shared that in 2018 the EHS Partnership will undergo a Federal review. Recently a consultant provided training in support of the upcoming review. The consultant will also be visiting centers to provide recommendations. Janelle shared that our partnership is with Bakersfield College, Garden Pathways and Blanton High School. This partnership serves children ages 0-3 years with 56 combined number of slots. In partnering we provide materials and support to increase and sustain quality services.

14. **BOARD OF DIRECTORS REPRESENTATIVE REPORT**
None
15. **DIRECTOR'S REPORT (HEAD START/STATE CHILD DEVELOPMENT) – Yolanda Gonzales**
On behalf of Yolanda Gonzales, Pam Pritchard reported the Taft expansion project has been completed adding the fire marshal gave clearance over a week ago. The hope is to be licensed prior to Thanksgiving. Our (Wasco) Broadway facility located at a Catholic Church is currently undergoing health and safety renovations. The hope is that it will be ready for licensing by December 1, 2017. Pam encouraged parents to be involved at their centers and see all that is taking place. She added that all our centers will be closed on Thursday and Friday for the Thanksgiving holiday. Additionally, all other centers except for Mojave will be open on Monday through Wednesday operating at their normal scheduled times. Pam stated that during this week, Mojave will also undergo health and safety repairs.
16. **POLICY COUNCIL CHAIRPERSON/ANNOUNCEMENTS**
Enrique thanked the committee for voting him in as Policy Council Chairperson. He welcomed the new board & new members to the 2017 – 2018 term adding that he is a resource for them. Enrique encouraged members to have fun and get to know each other. He also shared that through his participation in Policy Council he has not only gained new knowledge, but it has made him a better parent and stated to members “it will make you one too.”
17. **ADJOURNMENT – Chairperson**
Meeting was adjourned at 6:43 p.m.

*Lisa Price/PDM Administrative Assistant
Completed 11/27/17*

Sociedad de acción comunitaria de Kern
Head Start/programas estatales de desarrollo infantil
Acta de reunión del Consejo de política (PC)
16 de noviembre de 2017

1. **Llamada a la orden** – Enrique Salazar Jr. llamó a la reunión a las 5:30 p.m.
 - a. Momento de silencio, juramento de lealtad
 - b. Lectura de la promesa de acción comunitaria
"La asociación de acción de la comunidad cambia la vida de las personas, incorpora el espíritu de esperanza, mejora las comunidades, y hace de America un mejor lugar para vivir. Nos preocupamos por toda la comunidad y estamos dedicados a ayudar a las personas que se ayuden a sí mismos y a los demás".

2. **ROLL call/Set quorum** – Se estableció el quórum.
Miembros del PC presentes: Jacqueline Boykin, Amber Dunlap, Nicole Walker, Daisy Valencia, Ulyses Rodriguez, Coyolxauhqui Mata, Sharif Hassan, Victoria Garcia Carlos, Joanna Guillen, Enrique Salazar Jr., Naomi Carrillo, Maggy Hartzell, Christine DeNardo, Diana Reyes

3. **Aprobación de la Agenda (*ACTION)**
 - a. Aprobación de la agenda del PC con fecha del 16 de noviembre de 2017 fue hecha por Amber Dunlap; secundado por Diana Reyes. Movimiento llevado por unanimidad.

4. **Aprobación del acta (*ACTION)**
La aprobación de los minutos de reunión de PC de fecha 26 de octubre de 2017 fue realizada por Ulyses Rodríguez; secundado por Diana Reyes. Movimiento llevado por unanimidad.

5. **Presentación de Invitado/ Foro Público**
 - a. *el público que desee dirigirse al pleno del Consejo de política podrá hacerlo en este momento. Los miembros del Consejo de política pueden responder brevemente a las declaraciones formuladas o a las preguntas formuladas Sin embargo, el PC no tomará ninguna acción con excepción de eso que remite el artículo (s) al personal para el estudio y el análisis. Los altavoces se limitan a cinco minutos cada uno. Si más de una persona desea abordar el mismo tema, el tiempo total de grupo para el tema será de 10 minutos. Por favor, indique su nombre antes de hacer su presentación. Gracias.*
Pam Pritchard Directora de administración introdució, Pritika RAM. Invitados adicionales que asistieron: Anastasia Lester; Lindsay Harrison; Brandie Webb; Pam Pritchard Director Asistente de Head Start/Director de desarrollo infantil del estado; Lisa Price, PDM Asistente de Administración; Janelle Gonzalez, Governance Coordinator; Jerry Meade, Administrador de diseño y administración de programas; Monica Ayon, Directora del Centro; Rebecca Love, Directora del Centro; Candace Bednar, Directora del Centro; Krissie Leach, Gerente del programa

6. **Informe del Comité permanente (3 minutos cada uno)**
 - a. Comité de preparación escolar – Ningún informe
 - b. Comité de planificación – Ningún informe
 - c. Comité de finanzas– Ningún informe
 - d. Comité de estatutos – Ningún informe

7. **Nuevo negocio – Presidente (* acción)**
 - a. **Moción para aprobar representantes de la comunidad Lindsay Harrison y Ana Lester**
Los candidatos hablaron brevemente antes de votar. Motion realizada por Amber Dunlap y secundada por Joanna Guillen para aprobar a Lindsay Harrison & Ana Lester como representantes de la comunidad del Consejo de política 2017 – 2018. Movimiento llevado por unanimidad.
 - b. **Nombramiento y elección del Presidente del Consejo de política (2 minutos)**

Las candidaturas para Presidente del Consejo de política fueron Enrique Salazar Jr., Ana Lester y Nicole Walker. A cada candidato se le dio la oportunidad de dirigirse al grupo antes de votar. Enrique recibió la mayoría de los votos. El movimiento fue hecho por Nicole Walker para aprobar la elección de Enrique Salazar Jr. para la posición de Presidente de la PC; secundado por Ulyses Rodríguez. Movimiento llevado por unanimidad.

c. Nombramiento y elección del Vicepresidente del Consejo de política (2 minutos)

Una sola nominación para esta posición la hizo Joanna Guillen. La moción fue hecha por Maggy Hartzell para aprobar la elección de Joanna Guillen para la posición de Vicepresidenta de PC; secundado por Sharif Hassan. Movimiento llevado por unanimidad.

d. Nombramiento y elección del Secretario del Consejo de política (2 minutos)

Una sola nominación para esta posición fue hecha por Nicole Walker. Motion fue hecha por Amber Dunlap para aprobar la elección de Nicole Walker para la posición de Secretario de PC; secundado por Diana Reyes. Movimiento llevado por unanimidad.

e. Nombramiento y elección del tesorero del Consejo de política (2 minutos)

Las nominaciones para la posición de Tesorero del Consejo de política fueron hechas por Amber Dunlap y Diana Reyes. A cada candidato se le dio la oportunidad de dirigirse a los miembros antes de votar. Diana Reyes recibió la mayoría de los votos. El movimiento fue hecho por Christine denardo para aprobar la elección de Diana Reyes para la posición de Tesorero de la PC; secundado por Daisy Valencia. Movimiento llevado por unanimidad.

f. Nombramiento y elección del parlamentario del Consejo de política (2 minutos)

Las nominaciones para la posición de parlamentario del Consejo de política fueron hechas por Amber Dunlap y Ulyses Rodríguez. A cada candidato se le dio la oportunidad de dirigirse al grupo antes de votar. Ulyses recibió la mayoría de los votos. El movimiento fue hecho por Sharif Hassan para aprobar la elección de Ulyses Rodríguez para la posición de parlamentario de la PC; secundado por Maggy Hartzell. Movimiento llevado por unanimidad.

g. Nombramiento y elección de los miembros del Comité de reglamentos del Consejo de política (7 aperturas)

Janelle recordó al grupo que, como miembro del Consejo de política, deben servir al menos a un Subcomité. Agregó que el parlamentario es automáticamente el Presidente del Comité de estatutos de la PC. Este Comité se reunirá aproximadamente 2-3 veces al año. Los siguientes miembros expresaron su deseo de inscribirse en el Comité de estatutos de la PC: Ulyses Rodríguez (Presidente), Coyolxauhqui mata, Naomi Carrillo, Enrique Salazar Jr., Joanna Guillen, Kristen Meléndez, Kristel Meléndez. Movimiento hecho.

h. nombramiento y elección de los miembros del Comité de planificación del Consejo de política (7 aperturas)

Los siguientes miembros expresaron su deseo de inscribirse en el Comité de planificación de PC: Joanna Guillen (Presidenta), Sharif Hassan, Maggy Hartzell, Christine denardo, Victoria Garcia Carlos, Anastasia Lester, Lindsay Harrison. Movimiento hecho por Maggy Hartzell para aprobar los nominados según lo presentado; secundado por Joanna Guillen. Movimiento llevado por unanimidad.

i. nombramiento y elección de los miembros del Comité presupuestario y financiero del Consejo de política (7 aperturas)

Los siguientes miembros expresaron su deseo de inscribirse en el Comité de presupuesto y Finanzas de PC: Diana Reyes (Presidenta), Christine denardo, Amber Dunlap, Kimberly Henry. Moción hecha por Diana Reyes para aprobar los nominados como se presenta; secundado por Ulyses Rodríguez. Movimiento llevado por unanimidad.

j. Nombramiento y elección de los miembros del Comité de preparación del Consejo de política escolar (7 aperturas)

Los siguientes miembros expresaron el deseo de inscribirse en el Comité de preparación de la escuela de PC: Nicole Walker (Presidenta), Amber Dunlap, Daisy Valencia, Kimberly Henry, Jacqueline Boykin. Movimiento hecho por Maggy Hartzell para aprobar los nominados según lo presentado; secundado por Joanna Guillen. Movimiento llevado por unanimidad.

k. Nombramiento y elección del representante de Head Start para BOD de CAPK (1 apertura)

Los nominados para esta posición fueron Sharif Hassan y Ana Lester. A los candidatos se les dio la oportunidad de dirigirse a los miembros antes de votar. Sharif Hassan recibió más votos. Motion fue realizada por Coyalxauhqui mata para aprobar a Sharif Hassan como representante de Head Start de PC en el Consejo de administración de la Asociación de acción comunitaria; secundado por Joanna Guillen. Movimiento llevado por unanimidad.

I. solicitud de aprobación de la propuesta de reunión del Consejo de política días y horas

El tiempo y las fechas propuestas según lo estipulado en el paquete del Concilio de pólizas fueron presentados. La propuesta es que los días de reunión se lleven a cabo el jueves final del mes con la cena ligera a las 5:00 p.m. y la reunión de PC para comenzar a las 5:30 p.m. con una excepción para el mes de diciembre. Debido a un día de desarrollo del personal programado el jueves 20 de diciembre, 2017 Consejo de póliza se reunirá el miércoles 20 de diciembre de 2017. El movimiento fue hecho por Maggy Hartzell; secundado por Ulyses Rodríguez. Movimiento llevado por unanimidad.

8. PRESENTACIONES

a. Ninguna

9. Comunicaciones – Presidente

- a) Inicio de Kern Head y presupuesto inicial frente a gastos reales Marzo 1 de 2017 hasta 31 de Octubre de 2017
- b) Presupuesto de Inicio anticipado de San Joaquín vs. Gastos Reales 1 de febrero de 2017 hasta el 31 de Octubre de 2017
- c) Presupuestación de las asociaciones de cuidado infantil en la primera cabeza versus gastos reales 1 de septiembre de 2016 a 31 de agosto de 2017 (informe provisional de fin de año)
- d) Presupuestar las asociaciones de cuidado infantil en el primer inicio versus gastos reales 1 de septiembre de 2017 hasta el 31 de octubre de 2017
- e) Padres de viaje y cuidado de niños locales hasta el 31 de octubre de 2017
- f) Fondos de actividades para padres, hasta el 31 de octubre de 2017
- g) Comidas para padres preparadas por la cocina central hasta el 31 de octubre de 2017
- h) inscripción, asistencia diaria promedio y programa de alimentos para niños y adultos/informe de cocina central para HS/EHS Kern, EHS San Joaquín y EHS asociaciones de cuidado infantil, octubre 2017
- i) Programa de entrenamiento de cuidado de ama de casa de la dignidad salud y hospitales conmemorativos
- j) Head Start Ready Rosie preparaciones próximamente
- k) reunión del Comité Consultivo de discapacidades de Head Start
Movimiento realizado por Victoria Garcia Carlos para recibir y presentar los artículos (a) – (k)

10. Informe de gobernanza del programa/capacitación – Janelle Gonzalez

Janelle felicitó a los oficiales ejecutivos por sus nuevas posiciones y declaró que pronto estará programando una formación grupal. Agregó que este es un momento emocionante y ella está deseando que el próximo término y trabajar con todos.

11. Informe enviará de la comunidad

Los representantes dijeron que estaban entusiasmados de volver para otro término y hablar brevemente sobre sus organizaciones respectivas. Lindsay Harrison compartió que ella trabaja con los niños y las familias en la escuela primaria Beardsley, proporcionando una variedad de recursos para ellos que están disponibles en toda la comunidad. Ana Lester representa los primeros 5 Kern y Shared ella tiene una variedad de recursos para programas en todo el condado. Ana declaró que la matrícula abierta está teniendo lugar en la actualidad para Medi-Cal y alentó a los miembros a llegar a ella y a Lindsay, ya que son un recurso para este Comité.

12. Informe de Early Head Start de San Joaquín – Rashi Strather

En nombre de erupción Strother, Jerry Meade proporcionó el informe de EHS SJC. Compartió miembros de nuestro equipo de Educación de Kern así como de salud y nutrición están actualmente en el Condado de San Joaquín haciendo un seguimiento completo del programa en preparación para su próxima

revisión. Además, tenemos un padre que ha sido elegido para el Concilio de pólizas a través del proceso de reunión del Comité regional de padres (RPC). Al recibir el entrenamiento este padre se unirá a las reuniones de PC. Hay otra reunión RPC en enero.

13. Inicio informe de la Asociación de principios de Early Head Start– Tranisha Hartman

En nombre de Tranisha Hartman, Janelle González proporcionó el informe de la Asociación EHS. Ella compartió que en 2018 la sociedad de EHS se someterá a una revisión federal. Recientemente un consultor proporcionó capacitación en apoyo de la próxima revisión. El consultor también estará visitando centros para proporcionar recomendaciones. Janelle compartió que nuestra asociación es con la Universidad de Bakersfield, caminos de jardín y Blanton High School. Esta asociación atiende a niños de edades de 0-3 años con 56 número combinado de ranuras.

14. Informe representativo del Consejo de administración

Ninguna

15. Informe del Director (Head Start/desarrollo infantil estatal) – Yolanda Gonzales

En nombre de Yolanda Gonzales, PAM Pritchard informó que el proyecto de expansión de Taft se ha completado añadiendo el mariscal de bomberos dio permiso hace más de una semana. La esperanza debe ser licenciada antes de acción de gracias. Nuestra (Wasco) instalación de Broadway ubicada en una iglesia católica está actualmente en curso de renovación de salud y seguridad. La esperanza es que estará listo para la licencia para el 1 de diciembre de 2017. Pam animó a los padres a participar en sus centros y ver todo lo que está teniendo lugar. Agregó que todos nuestros centros estarán cerrados los jueves y viernes para las vacaciones de acción de gracias. Además, todos los otros centros, excepto Mojave, estarán abiertos de lunes a miércoles operando en su horario normal. Pam dijo que durante esta semana, Mojave también se someterá a reparaciones de salud y seguridad.

16. Presidente del Consejo de política/anuncios

Enrique agradeció al Comité por haberlo votado como Presidente del Consejo de política. Él dio la bienvenida a la nueva junta y nuevos miembros al 2017-2018 término añadiendo que él es un recurso para ellos. Enrique animó a los miembros a divertirse y a conocerse. También compartió que, a través de su participación en el Consejo de políticas, no sólo ha adquirido nuevos conocimientos, sino que le ha hecho un mejor padre y ha declarado a los miembros "te hará uno también".

17. Aplazamiento – Presidente

La reunión se suspendió a las 6:43 p.m.

*Lisa Price/PDM Asistente Administrativa
completado 11/27/17*

California Head Start Association - 2018 Annual Conference

The California Head Start Association invites you to join us in Costa Mesa, California **February 5-9, 2018** for a weeklong event that houses CHSA's Parent & Family Engagement conference, the Education Conference, and the Public Policy Breakfast. Each year, CHSA gathers professionals from across the early childhood field to attend our Annual Conference. The CHSA Annual Conference provides innovative training, professional development opportunities, and a forum for exploring best practices from thought leaders across the state. These training opportunities allow head start professionals to learn about the most current approaches in their respective areas.

Parent and Family Engagement Conference –February 5-6, 2018

CHSA's Parent and Family Engagement conference provides education and professional development for Head Start parents and the staff who work with and support them. The Parent and Family Engagement Conference will include sessions on welcoming responsive early childhood environments for families as well as how to choose, develop and implement a parenting curriculum. Additional workshops for both parents and FSW's will center on communication skills, parenting techniques, child development and more.

Event Location

Hilton Orange County/Costa Mesa
3050 Bristol Street
Costa Mesa, CA 92626
Telephone: 714-540-7000

We will leave Sunday, February 4th and return Tuesday, February 6th (Conference ends around 2:00 p.m.).

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Policy Council

From: Donna Holland, Fiscal Administrator

Date: December 20, 2017

Subject: Resolution to submit non-federal share waiver request for San Joaquin County Early Head Start for the 2017-18 funding year – Action Item


The Head Start and State Child Development Division is nearing the end of its third year of implementing the San Joaquin County EHS program. The program reached full enrollment for the first time 6 months into this third year. Even though there were delays in opening our final centers, we are now able to fully engage our parents in volunteering time for non-federal share purposes. We also incorporated an ongoing volunteer program with San Joaquin County WorkNet, fully implemented Ready Rosie to capture volunteer hours as families are working individually with their children as related to the curriculum and provided ongoing training to staff on documenting all non-federal share opportunities throughout the program. These efforts have significantly improved non-federal share for the current budget period.

The Head Start and State Child Development Division will continue to build its capacity to expand opportunities for volunteers to support the San Joaquin County EHS program to reach its non-federal share expectation. In the prior budget year, we received approval to waive \$1,049,000 of our non-federal share. For the current budget period, we are significantly closer with a request to waive \$473,451 for the 2017-18 funding period.

Recommendation:

Staff recommends that the Policy Council approve the San Joaquin County Early Head Start request to submit a waiver of non-federal share for the 2017-2018 funding year.

Supervision and Transitions | ECLKC

 eclkc.ohs.acf.hhs.gov/policy/m/aof-im-hs-15-05

Information:

The Office of Head Start (OHS) asks all Head Start and Early Head Start program leaders to remind staff to prioritize children's safety by providing continuous supervision. Governing bodies, Tribal Councils, Policy Councils, directors, and managers must create a culture of safety within their programs. Everyone shares responsibility for keeping children safe. Grantee staff must ensure that "no child will be left alone or unsupervised while under their care" (45 CFR1304.52 (i)(1)(iii)).

OHS (Office of Head Start) has received reports about children being left unsupervised inside and outside of Head Start programs, as well as on playgrounds and buses. These incidents are a grave concern for programs, OHS (Office of Head Start), and the families who entrust their children to Head Start care. Leaving children unsupervised increases the risk of serious injuries and emotional distress. Children who leave the Head Start facility alone may be exposed to further danger.

At the regional level, OHS (Office of Head Start) responds to these incidents by contacting the grantee to gather information regarding the context, circumstances, and follow-up actions, including whether the incident has been reported to the appropriate licensing entity. Regional Offices also request copies of relevant documentation, such as communication with the family of the child or children involved, licensing reports and investigations where applicable, written procedures and related training records, and actions taken by the program in response to the incident.

On the local level, OHS (Office of Head Start) recommends that each grantee's governing body (the Tribal Council in Region XI) and Policy Council work with program management to develop and communicate an agency-wide child supervision plan. The plan should build a culture of safety by ensuring that each person understands his or her role in keeping all enrolled children safe, and that child-to-staff ratios are maintained at all times.

Active supervision is a set of strategies for supervising infants, toddlers, and preschool children in the following areas: grantee, delegate, and partner classrooms; field trips and socializations; family child care homes; and on playgrounds and school buses. Grantees should include action steps to implement each active supervision strategy in their child supervision plans. These six strategies work together to create an effective approach to child supervision.

- Set up the environment to supervise children at all times. This may include developing and posting a daily classroom schedule for children, teachers, substitutes, and volunteers to follow that helps to keep the day predictable. The height and arrangement of classroom furniture and outdoor equipment should be considered to

allow effective monitoring and supervision of children at all times.

- Position staff to see and reach children at all times. Plans can include staffing charts that identify the teacher responsible for each area or activity and his or her duties during transitions before and after an activity.
- Scan the environment, including assigned areas of the classroom or outdoor area, and count the children. Staff need to communicate with each other so everyone knows where each child is and what each one is doing. This is especially important in play areas and on the playground when children are constantly moving.
- Listen closely to children and the environment to identify signs of potential danger immediately. Listen to and talk with team members, especially when a staff person or a child has to leave the area, so that staff knows where other staff are located.
- Anticipate children's behavior to give children any needed additional support, especially at the start of the school year and during transitions. Children who wander off or lag behind are more likely to be left unsupervised.
- Engage and redirect when children are unable to solve problems on their own. Offer different levels of assistance according to each individual child's needs.

Transitions are often the most challenging times to supervise children. To prevent children from being left unsupervised, program plans should include specific strategies for managing transitions throughout the day, such as when children arrive, leave, or move from one location to another within a center. Some examples may include:

- Develop specific plans for regular routines, such as drop-off and pick-up times, including staff assignments (who will monitor the door, etc.).
- Ensure teachers, teachers' aides, and volunteers know when transitions will take place and are in position to provide constant supervision.
- Discuss how the team will adjust to maintain appropriate adult-to-child ratios at all times, including when a teacher needs to leave the room.
- Ensure parents understand their responsibilities during drop-off and pick-up of their child, and be alert to and communicate potential child wanderings as needed.
- Limit the amount of time children are waiting in line to transition.
- Reaffirm to children what adults expect during transitions.
- Include plans for irregular times, such as when a center closes early due to weather or an outside door is open to allow the delivery of supplies.

Programs should report incidents of unsupervised children to the Regional Office of Head Start within three days of the incident, including, where applicable, any reports made or information shared with child welfare agencies, state licensing bodies, and parents. Regional Offices will provide technical assistance, as appropriate.


Programs are busy, active places. Head Start grantees that develop and use child supervision plans include roles for everyone to create a culture of safety where children can learn and grow.

Please contact your Office of Head Start Regional Office for more information on child safety, active supervision, and transitions.

/ Blanca E. Enriquez /

Blanca E. Enriquez
Director
Office of Head Start

Policy and Program Guidance for the Early Head Start-Child Care Partnerships (EHS-CCP)

 eclkc.ohs.acf.hhs.gov/policy/im/acf-im-hs-15-03

Subject: Policy and Program Guidance for the Early Head Start-Child Care Partnerships (EHS-CCP)

Information:

This Information Memorandum (IM) reinforces the purpose and vision of the Early Head Start-Child Care Partnerships (EHS-CCP) and provides policy and program guidance for grantees and their partners.¹ This IM specifically addresses various issues and questions raised by grantees during the EHS-CCP (Early Head Start-Child Care Partnerships) orientations and start-up phase of the grants.

The EHS-CCP (Early Head Start-Child Care Partnerships) program will enhance and support early learning settings to provide full-day/full-year, seamless, and comprehensive services that meet the needs of low-income working families and those in school; increase access to high-quality, full-day child care (including family child care); support the development of infants and toddlers through strong relationship-based experiences; and prepare them for the transition into Head Start and preschool. The EHS-CCP (Early Head Start-Child Care Partnerships) is a unique opportunity which brings together the best of Early Head Start and child care through layering of funding to provide comprehensive and continuous services to low-income infants, toddlers, and their families. The EHS-CCP (Early Head Start-Child Care Partnerships) grants will serve as a learning laboratory for the future of high-quality infant/toddler care.

All infants and toddlers attending an EHS-CCP (Early Head Start-Child Care Partnerships) site will benefit from facilities and homes that are licensed and meet safety requirements. All children in classrooms with EHS-CCP (Early Head Start-Child Care Partnerships)-enrolled children will benefit from low teacher-to-child ratios and class sizes, qualified teachers receiving ongoing supervision and coaching to support implementation of curriculum and responsive caregiving, and broad-scale parent engagement activities. While only enrolled EHS-CCP (Early Head Start-Child Care Partnerships) children will be eligible for direct family-specific benefits such as home visits, health tracking and follow-up, and individualized family support services, EHS-CCP (Early Head Start-Child Care Partnerships) programs must operationalize services to ensure there is no segregation or stigmatization of EHS-CCP (Early Head Start-Child Care Partnerships) children due to the additional requirements or services.

The long-term outcomes of the program are:

1. Sustained, mutually respectful, and collaborative EHS-CCP (Early Head Start-Child

Care Partnerships)

2. A more highly educated and fully qualified workforce to provide high-quality infant/toddler care and education
3. Increased community supply of high-quality early learning environments and infant/toddler care and education
4. Well-aligned early childhood policies, regulations, resources, and quality improvement support at national, state, and local levels
5. Improved family and child well-being and progress toward school readiness

The EHS-CCP (Early Head Start-Child Care Partnerships) brings together the strengths of child care and Early Head Start programs. Child care centers and family child care providers respond to the needs of working families by offering flexible and convenient full-day and full-year services. In addition, child care providers have experience providing care that is strongly grounded in the cultural, linguistic, and social needs of the families and their local communities. However, many child care centers and family child care providers lack the resources to provide the comprehensive services needed to support better outcomes for the nation's most vulnerable children. Early Head Start is a research-based program that emphasizes the importance of responsive and caring relationships to support the optimal development of infants and toddlers. Early Head Start provides comprehensive family centered services that adhere to the Head Start Program Performance Standards (HSPPS)² to support high-quality learning environments. Integrating Early Head Start comprehensive services and resources into the array of traditional child care and family child care settings creates new opportunities to improve outcomes for infants, toddlers, and their families.

Attachment A provides topical policy and program guidance around:

- Seamless and Comprehensive Full-Day/Full-Year Services
- Partnership Agreements
- Layered Funding
- Child Care Subsidies
- Citizenship and Immigration Status
- Child Care Center Ratios and Group Sizes
- Staffing and Planning Shifts for Staff
- Staff Qualifications and Credential Requirements
- Federal Oversight and Monitoring

Please share this IM with your partners and direct any questions to your Administration for Children and Families (ACF) Regional Office.

Thank you for your efforts on behalf of infants and toddlers and their families.

/ Linda K. Smith /

Linda K. Smith


Deputy Assistant Secretary

for Early Childhood Development
Administration for Children and Families

/ Blanca Enriquez /
Dr. Blanca Enriquez
Director
Office of Head Start

/ Rachel Schumacher /
Rachel Schumacher
Director
Office of Child Care

Expulsion and Suspension Policy Statement

 eicdc.ohs.acf.hhs.gov/policy/for-acf-hhs-16-01

To: Head Start and Early Head Start Grantees and Delegates, and Other Interested Parties

Related References:

- Improving Head Start for School Readiness Act of 2007
- Head Start Program Performance Standards (2016)
- U.S. Departments of Health and Human Services and Education Policy Statement on Expulsion and Suspension in Early Childhood Settings (2014)¹

Information:

Purpose:

This Information Memorandum highlights new requirements in the Head Start Program Performance Standards related to expulsion and suspension. It also encourages Head Start grantees and delegates to adopt practices set forth in the Policy Statement on Expulsion and Suspension in Early Childhood Settings issued by the U.S. Department of Health and Human Services (HHS) and the U.S. Department of Education (ED). Appendices 1 and 2 offer free resources grantees can use in their implementation efforts.

Background:

The Head Start Program Performance Standards (2016) prohibit programs from expelling or un-enrolling children from Head Start because of a child's behavior in 45 CFR §1302.17. These Standards also require programs to prohibit or severely limit the use of suspension due to a child's behavior. Programs are required to partner with families, consult with specialists, help the child and family obtain additional services as appropriate, and take all possible steps to ensure the child's successful participation in the program.

Aligned with the Head Start Program Performance Standards, HHS and ED released a joint policy statement [PDF, 189KB] with state and local recommendations to address expulsion and suspension in early learning settings, including in Head Start programs. The policy statement affirms the Departments' efforts to prevent and eventually eliminate expulsion and suspension in all early childhood settings and support young children's social, emotional, and behavioral development. The policy statement also provides information about resources that are available at no cost to programs.

Neuroscientists agree that the first five years of a child's life are critical for building the foundation of learning, health, and wellness needed for success in school and later in life. While access to high-quality early learning can have important benefits on children's development and learning, expulsion and suspension from such programs can have detrimental effects, particularly on children's social and emotional development and learning

outcomes. Expulsion and suspension are stressful and negative experiences for children, their families, and their teachers and can negatively affect child development and outcomes. Research indicates that expulsion and suspension early in a child's life predicts expulsion and suspension later in school. Children who are expelled or suspended from school are as much as 10 times more likely to drop out of high school, experience academic failure, hold negative school attitudes, and face incarceration than those who were never suspended or expelled.

Furthermore, data consistently show racial disparities in expulsion and suspension. For example, recent data from ED's Office of Civil Rights indicate that African-American boys make up 19 percent of preschool enrollment, but 45 percent of preschoolers suspended. African-American girls represent 20 percent of female preschool enrollment, but 54 percent of female preschoolers suspended.²

Though each case is different, suspensions and expulsions may be products of misguided or absent policies and/or insufficient training and support services for staff, especially in managing challenging behavior, recognizing trauma, and promoting social and emotional development. Research indicates that disparities in these practices may be influenced by implicit biases, uneven implementation of discipline policies, and under-resourced, inadequate education and training for teachers, especially in self-reflective strategies to identify and correct potential biases in perceptions and practice.

Guidance:

Aligned with the new requirements on expulsion and suspension found at [45 CFR §1302.17](#) of the Head Start Program Performance Standards, grantees are encouraged to implement the following recommendations included in the HHS and ED federal policy statement. A brief summary of program-level recommendations is below, but we urge grantees to [read the Policy Statement on Expulsion and Suspension in Early Childhood Settings \[PDF, 189KB\]](#) in its entirety.

- 1. Develop and Clearly Communicate Preventive Guidance and Discipline Practices:** Programs should establish developmentally appropriate social, emotional, and behavioral health promotion practices, as well as discipline and intervention procedures. These practices and procedures should be clearly communicated to all staff, families, and community partners, and implemented consistently and without bias or discrimination. Preventive and discipline practices should be used as learning opportunities to guide children's appropriate behavioral development, and distinct attention should be paid to the developmental appropriateness of both behavioral expectations and consequences for challenging behavior.
- 2. Develop and Clearly Communicate Expulsion and Suspension Policies:** Head Start grantees and delegates are required to implement expulsion and suspension policies consistent with the Head Start Program Performance Standards at [45](#)

CFR §1302.17, such that expulsions are prohibited and suspensions are prohibited or severely restricted.

3. **Access Technical Assistance and Workforce Development to Prevent Expulsion and Suspension:** All program staff should have a strong set of skills to support children's social, emotional, and behavioral development. Programs should also ensure that teachers have support from specialists or consultants, such as early childhood mental health consultants, behavioral coaches, school counselors, or special educators. Head Start programs should also promote teacher health and wellness and ensure that teachers work reasonable hours with breaks and have access to social services, health, and mental health supports, as needed.
4. **Set Goals for Improvement and Analyze Data to Assess Progress:** Programs should set goals to optimally support children's social, emotional, and behavioral development, monitor data to assess progress, and modify their practices and investment, as needed, to reach their goals.
5. **Access Free Resources to Develop and Scale Best Practices:** Programs should access free resources to assist in eliminating suspensions and expulsions in early childhood settings. The Administration for Children and Families' (ACF) new Training and Technical Assistance System provides resources and training on a variety of issues, including those related to suspension and expulsion; children's health and well-being; and development, teaching, and learning. Many of those resources can be found on the Early Childhood Learning Knowledge Center (ECLKC) website. Additional resources to support children's social and emotional development can also be found at the Center on the Social and Emotional Foundation for Early Learning and at the Technical Assistance Center on Social Emotional Intervention websites. The HHS-funded Center of Excellence for Infant and Early Childhood Mental Health Consultation website will offer a comprehensive toolkit on building early childhood mental health consultation systems in the fall of 2016. Appendices 1 and 2 provide several free resources that programs and families can access to address expulsion and suspension practices.

Please contact your Office of Head Start Regional Office for more information.

/ Blanca E. Enriquez /

Blanca E. Enriquez
Director
Office of Head Start



To a
Board of Directors or Policy Council
meeting near you

Pyramid Model Training



Presented by the
Content Area Specialist Wellness Team

Point-in-Time Homeless Count



200 Volunteers Needed Lets Make Everyone Count!

Who?

Volunteers will have a unique and enriching experience while canvassing the streets of Kern county to count and survey the most vulnerable homeless individuals and families.

How?

Register online http://endkernhomeless.com/volunteer_form
 Attend a 2.5 hour training
 (various dates and times will be announced Via Email)

When?

Thursday, Jan. 25th 2018 at 4:00AM- 8AM

Where?

The Mission at Kern County
 816 East 21st Street Bakersfield, CA

