Head Start & State Child Development
Birth to age 5

capk
Community Action Partnership of Kern

Head Start/State Child Development Services

POLICY COUNCIL MEETING PACKET

May 24, 2018

POLICY COUNCIL
STANDING COMMITTEES
May 2018

EXECUTIVE COMMITTEE

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

STANDING COMMITTEE MEMBERS

Board of Director's: Ulyses Rodriguez

BYLAWS (1 Opening)
Chairperson: Ulyses Rodriguez

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

PLANNING (0 Openings)
Chairperson: Joanna Guillen

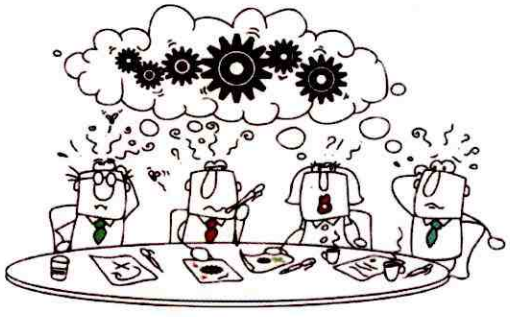
1. Maggy Hartzell
2. Christine DeNardo
3. Victoria Garcia Carlos
4. Anastasia Lester
5. Lindsay Harrison
6. Yolanda Ochoa

School Readiness (1 Opening)
Chairperson: Nicole Walker

1. Amber Dunlap
2. Daisy Valencia
3. Jacqueline Boykin
4. Destiny Thompson-Butler
5. Opening

FINANCE (2 Openings)
Chairperson- Diana Reyes

1. Christine DeNardo
2. Amber Dunlap
3. Destiny Thompson-Butler
4. Rosa Reyes
5. Opening
6. Opening





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)				X		ABS					
Coyolxauhqui Mata				X		X					
Naomi Carrillo				ABS		ABS					
Enrique Salazar Jr.				ABS		ABS					
Joanna Guillen				ABS		ABS					
Opening											
Opening											

Budget & Finance Subcommittee

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

School Readiness Subcommittee

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

Kimberly Henry		ABS									
Jacqueline Boykin		ABS		X							
Opening											
Opening											

Planning Subcommittee

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

Board of Directors

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Sharif Hassan		X	ABS	X							
Ulyses Rodriguez											

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

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

Policy Council Attendance '17-'18

#	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	X	X	ABS	X	X						
2	Nicole Walker- Noble	X	X	X	X	X	X						
3	Daisy Valencia- Wesley	X	X	X	ABS	X	X						
4	Amber Dunlap- Willow	X	X	X	ABS	X	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	ABS	ABS	R	R	R	R	R	R	R	R	R
2	Ulyses Rodriquez- Williams	X	X	X	X	X	X						
3	Kimberly Henry- Pacific	ABS	ABS	ABS	R	R	R	R	R	R	R	R	R
4	Coyolxauhqui Mata- Roosevelt	X	X	X	X	X	ABS						
5	Marina Acosta- East Cal					X	ABS						
6	Karla Villa- Sterling					X	ABS						

#	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	X	X	ABS	ABS	R	R	R	R	R	R	R
2	Victoria Garcia Carlos- Planz	X	X	X	ABS	X	X						
3	Joanna Guillen- Harvey Hall	X	ABS	X	X	X	ABS						
4	Enrique Salazar- Pete Parra	X	X	ABS	X	X	ABS						

#	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- Mojave	X	ABS	X	ABS	X	X						
2	Maggie Hatzell- Rosamond	X	X	X	ABS	X	X						
3	Christine DeNardo- California City	X	X	X	X	X	ABS						
4	Gail Otis- Rosamond					X	X	R	R	R	R	R	R

#	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- HB O. Martinez	X	X	X	X	X	X						
2	Destiny Thompson-Butler- M. Craig					X	X						

	BC/Blanton EHS Partnership	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	Tranisha Hartman- Bakersfield College	ABS	R	R	R	R	R	R	R	R	R	R	R

	San Joaquin EHS Partnership	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	Rosa Reyes HB M.Faustio		X	X	X	X	ABS						
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	X	X	X	X	X						
2	Lindsay Harrison- Standard District	X	X	X	ABS	X	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		X		X						

Policy Council Agenda
May 24, 2018
5005 Business Park North
5:30 p.m. – 6:30 p.m.
Meeting Locations:

5005 Business Park North Bakersfield, CA 93309	1145 N. Hunter St. Stockton, CA 95202

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: May 24, 2018

4. **Approval of Minutes** — Chairperson — ***ACTION**
   a. Date of Minutes: April 26, 2018

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 — **Verbal Report**
   d. By-Laws Committee — **Verbal Report**

7. **New Business** — Chairperson — ***ACTION**
   a. Request to approve the Childcare Partnership Self-Assessment, Pam Pritchard- Assistant Director of Program

8. **Presentations**
   a. Pyramid Model- Postitive Behavior Support (PBS), Andralette Wilson- Content Area Specialist Family Wellness

This is to certify that this agenda notice was posted in the lobby of the CAPK Administration Office at 5005 Business Park North, Bakersfield, CA and online at www.capk.org by 12:00 pm, May 21, 2018 Jerry Meade, Program Design & Management Administrator

9. **Communications**
   a. Kern Head Start & Early Head Start Budget vs. Actual Expenditures, March 1, 2017 through February 28, 2018 (Interim Year-End Report)
   b. Kern Head Start & Early Head Start Budget vs. Actual Expenditures, March 1, 2018 through April 30, 2018
   c. San Joaquin Early Head Start Budget vs. Actual Expenditures, February 1, 2017 through January 31, 2018 (Interim Year-End Report)
   d. San Joaquin Early Head Start Budget vs. Actual Expenditures, February 1, 2018 through April 30, 2018
   e. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures, September 1, 2017 through April 30, 2018
   f. Parent Local Travel & Child Care through April 30, 2018
   g. Parent Activity Funds through April 30, 2018
   h. Americorps California Building Healthy Communities Mentor Program
   i. East Bakersfield Health & Wellness Fair Free Community Resources
   j. Kern County Aging & Adult Services 21st Annual Elder Abuse Prevention Conference
   k. Kern County Deparment of Child Support Services
   l. Kern Behavioral Health Recovery Services May is Mental Health Awareness Month
   m. Youth 2 Leaders Education Foundation Citizenship Workshops
   n. Youth 2 Leaders Education Foundation Free Consultations with Immigration Lawyer
   o. Policy Council Bylaws Committee Meeting minutes May 3, 2018
   p. Policy Council Planning Committee Meeting minutes May 1, 2018
   q. Letter of Policy Council termination, Christine DeNardo May 4, 2018

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**	Debbie Connolly	**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 Jr.	**Verbal Report** (3 min.)
17. **Adjournment**	Chairperson	

Next meeting to be held June 28, 2018 with a light dinner at 5:00 p.m. and meeting to begin at 5:30 p.m.
5005 Business Park North, Suite 130- Board Room

This is to certify that this agenda notice was posted in the lobby of the CAPK Administration Office at 5005 Business Park North, Bakersfield, CA and online at www.capk.org by 12:00 pm, May 21, 2018 Jerry Meade, Program Design & Management Administrator

COMMUNITY ACTION PARTNERSHIP OF KERN
POLICY COUNCIL MEETING MINUTES
April 26, 2018
5005 Business Park North
Conference Room 130

1. **Call to Order – Parliamentarian, Ulyses Rodriguez,** called the meeting to order at 5:30 p.m.
   a. Moment of Silence, Pledge of Allegiance - Parliamentarian
   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, Nicole Walker**. Quorum was established.
   PC Members Present: Jacqueline Boykin, Amber Dunlap, Nicole Walker, Daisy Valencia, Ulyses Rodriguez, Sharif Hassan, Victoria Garcia Carlos, Diana Reyes, Destiny Thompson-Butler, Ana Lester, Lindsay Harrison, Yolanda Ochoa, Naomi Carrillo, Maggy Hartzell, Christine DeNardo, Gail Otis.

3. **Approval of Agenda – Parliamentarian, (**ACTION)**
   a. Motion for approval of the PC Agenda dated April 26, 2018, with the removal of item 7d, was made by Diana Reyes; Amber Dunlap seconded; motion carried unanimously.

4. **Approval of Minutes – Parliamentarian, (**ACTION)**
   Motion for approval of the PC meeting minutes dated March 22, 2018, was made by Victoria Garcia Carlos; Diana Reyes seconded; motion carried unanimously.

5. **Presentation of Guests/Public Forum**
   The following guests were in attendance: Anthony Boykin; Janelle Gonzalez, Governance Coordinator; Monica Ayon, Center Director; Donna Holland; Fiscal Administrator; Gabriel Cleaver, IT Specialist; Mary Ann Mooney, Program Manager; Elizabeth Williams, Program Manager; Debbie Connolly, Early Head Start Partnership Coordinator; Nadine Berry, Administrative Assistant.
   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 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** (three minutes each)
   a. School Readiness Committee –
   No report. Next meeting, May 16, 2018, 5:30 p.m.
   b. Planning Committee –
   Quorum was established. The Committee discussed CACFP numbers, Enrollment and Attendance and the refunding application. Next meeting, May 1, 2018, 5:30 p.m.
   c. Budget and Finance Committee –
   Ms. Holland shared a letter from the Office of Head Start advising CAPK that it is time to submit the refunding application for the EHS Child Care Partnership for the 2018/2019 fiscal year. The Committee also reviewed the Budget to Actual and discussed the carryover request. Next meeting, May 17, 2018, 5:30 p.m.
   d. By-Laws Committee –
   Ms. Gonzalez stated that she was in the process of working on the By-Laws proposals to bring to the Policy Council. Next meeting, May 3, 2018, 5:30 p.m.

7. **New Business – Parliamentarian (**ACTION)**
   a. Request to approve the Head Start/Early Head Start Budget Carry Over Funds – Donna Holland, Fiscal Administrator
   Ms. Holland shared that on January 25, 2018, the Policy Council approved the request for carry over. A Notice of Action stating the request has been approved should be arriving any time. The carry over funds will be

used to replace vehicles, purchase and perform renovations for a site for additional Head Start services, and a convection oven for the Central Kitchen. Requesting approval to proceed with the purchases and renovations as mentioned.
Motion for approval of the request to approve the Head Start/Early Head Start Budget Carry Over Funds, was made by Amber Dunlap; Diana Reyes seconded; motion carried unanimously.

b. Request to approve the Early Head Start Child Care Partnership 2018-2019 Application for Continued Funding – Donna Holland, Fiscal Administrator
Ms. Holland stated CAPK received notification that it is time to submit the application for continued funding if CAPK is to continue the EHS Partnership Grant. There are no changes for the application, there will still be 56 slots between Bakersfield, College, Blanton, and Garden Pathways. The new funding year will start September 1, 2018. Ms. Holland indicated that staff are recommending the Policy Council approve the refunding application.
Motion for approval of the request to approve the Early Head Start Child Care Partnership 2018-2019 Application for Continued Funding, was made by Ana Lester; Sharif Hassan seconded; motion carried unanimously.

c. Request to approve San Joaquin Budget Revision – Donna Holland, Fiscal Administrator
Ms. Holland provided a summary of the request indicating that there are vehicles which need to be replaced due to age and damage. There have been potential savings identified that will be used to purchase the vehicles. Staff are currently using their own vehicles. The Office of Head Start is agreeable to the revision for the purchases. Staff is requesting the Policy Council approve the budget revision.
Motion for approval of the request to approve the San Joaquin Budget Revision, was made by Yolanda Ochoa; Amber Dunlap seconded; motion carried unanimously.

d. Request to approve the 2017-2018 Early Head Start Child Care Partnership Self-Assessment – Debbie Connolly, Early Head Start Partnership Coordinator
This item was removed from the agenda and will be revisited at a later date.

e. Nomination and Election for the Head Start Representative on the CAPK Board of Directors
The previous Representative was Sharif Hassan, who has resigned from the Policy Council. Ulyses Rodriguez was nominated to be the new Head Start Representative on the CAPK Board of Directors.
Motion for approval of Ulyses Rodriguez to be elected as the Head Start Representative on the CAPK Board of Director's, was made by Yolanda Ochoa; Sharif Hassan seconded; motion carried unanimously.

f. Nomination and Election for the Policy Council By-Laws Committee (2 openings)
There was one nomination for the By-Laws Committee, which is Rosa Reyes.
Motion for approval of Rosa Reyes to be elected to the Policy Council By-Laws Committee, was made by Lindsay Harrison; Victoria Garcia Carlos seconded; motion carried unanimously.

g. Nomination and Election for the Policy Council Budget & Finance Committee (4 openings)
There were three nominations for the Budget and Finance Committee. The nominees are Rosa Reyes, Gail Otis, and Destiny Thompson-Butler.
Motion for approval of Rosa Reyes, Gail Otis, and Destiny Thompson-Butler to be elected to the Policy Council Budget and Finance Committee, was made by Amber Dunlap; Diana Reyes seconded; motion carried unanimously.

h. Nomination and Election for the Policy Council School Readiness Committee (2 openings)
There was one nomination for the School Readiness Committee, which is Destiny Thompson-Butler.
Motion for approval of Destiny Thompson-Butler to be elected to the Policy Council School Readiness Committee, was made by Victoria Garcia Carlos; Jacqueline Boykin seconded; motion carried unanimously.

i. Nomination and Election for the Policy Council Planning Committee (1 opening)
There was one nomination for the Planning Committee, which is Yolanda Ochoa.
Motion for approval of Yolanda Ochoa to be elected to the Policy Council Planning Committee, was made by Ana Lester; Sharif Hassan seconded; motion carried unanimously.

8. **Presentations**
   a. No presentations

9. **Communications**
   a. Kern Head Start & Early Head Start Budget vs. Actual Expenditures, March 1, 2017 through March 31, 2018 (Interim Year-End Report)
   b. Kern Head Start & Early Head Start Budget vs. Actual Expenditures, March 1, 2018 through March 31, 2019
   c. San Joaquin Early Head Start Budget vs. Actual Expenditures, February 1, 2017 through March 31, 2018 (Interim Year-End Report)
   d. San Joaquin Early Head Start Budget vs. Actual Expenditures, February 1, 2018 through March 31, 2019
   e. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures, September 1, 2017 through March 31, 2018
   f. Parent Local Travel & Child Care through March 31, 2018
   g. Parent Activity Funds through March 31, 2018
   h. Dignity Health Mercy & Memorial Hospitals – Community Wellness Programs
   i. Exceptional Family Center Presents "Identifying the Developmental Disabilities and Services" Conference
   j. Kern Community Foundation Community Volunteers to Assist in Reading Scholarships Application
   k. Policy Council Planning Committee Meeting Minutes April 2, 2018
   l. Policy Council School Readiness Committee Meeting Minutes March 14, 2018
   m. Policy Council Bylaws Committee Meeting Minutes March 8, 2018
   n. Office of Head Start 2018-2019 Funding Guidance for Early Head Start Child Care Partnerships
   o. Letter of Resignation dated March 28, 2018 – Sharif Hassan, Policy Council Member

   Motion made by Amber Dunlap to receive and file items (a) – (o).

10. **Program Governance Report/Training** – Janelle Gonzalez, Governance Coordinator

    Ms. Gonzalez shared that the upcoming Federal Review for San Joaquin and Early Head Start Partnership would be the week of May 14. She advised the PC members the reviewers may also ask to speak with them and ask them about their rights and responsibilities for the Program. The PC receive data information that becomes part of the agenda and they review and approve these items. If there is something they don't understand, they can ask a staff person for clarification. Ms. Gonzalez provided a handout to the members which they can have with them if they are interviewed. Ms. Gonzalez distributed copies of the 2016-2017 Annual Report. She thanked the members for being there.

11. **Community Representative Report** – Ana Lester/Lindsay Harrison

    Ms. Harrison shared some upcoming events: Mental Health First Aid training with provides people with a better understanding of how to notice if someone is experiencing a Mental Health or substance abuse crisis. The training is taking place in Tehachapi. Kids Fest 2018 will be taking place May 12, 2018, in Pioneer Village at the Kern County Museum. This is an opportunity to take children out and participate in activities. There will also be a Fruit and Veggie Fest at the North Chester Wal Mart which will focus on healthy eating.

    Ms. Lester provided information on How to Prevent Lead Poisoning. One of the best ways is through healthy eating. The best way is to ensure children are not putting lead-based items in their mouths, such as foreign toys or paint chips. She shared that the Make a Splash campaign provides swim lessons in two-week sessions. Parents have the opportunity during this time to receive CPR instruction.

12. **Early Head Start San Joaquin Report** – Rashi Strother, Family Services and Governance Specialist

    It was shared that San Joaquin is preparing for their Federal Review taking place the week of May 14, 2018. The review will be data driven to see if the program is progressing towards School Readiness. The staff are currently in process of being prepared with mock interviews. There is an literacy event scheduled for May 19, 2018 at Pixie Wood Amusement Park.

13. **Early Head Start Partnership Report** – Debbie Connolly, EHS Partnership Coordinator

    Ms. Connolly stated that the Partnership is also in the process of preparing for their Federal Review taking place the week of May 14, 2018. She feels the Partnership is pretty well ready and they are conducting mock interviews with the staff as well. She indicated training was provided by LeTisha Brooks and MaryAnn Mooney, Program Managers, on Care and Supervision to the teachers and directors of the Partnership.

14. **Board of Directors Representatives Report** – Yolanda Ochoa, CAPK Board of Directors Representative

    Ms. Ochoa stated that the Board of Director's meeting was similar in content to the Policy Council agenda. She thanked everyone for their participation.

15. **Director's Report (HS/State Child Development)** – Yolanda Gonzales, Director of Head Start/State Child Development

    It was stated that the Federal Review is on everyone's mind at this time. Ms. Gonzales and part of the Administrative team are currently in Anaheim attending the Annual National Head Start Association (NHSA) Conference. A team has been selected to go to San Joaquin prior to the review to support the team there and there will also be selected people on site during the week of the review. There will also be an annual audit taking place in Kern during the same week. The end of the school year is approaching and there are various dates for the last day of school and that if there are questions, to check with the Center Director or Home Base Educator.

16. **Policy Council Chairperson/Announcements** – Ulyses Rodriguez, Parliamentarian

    Sharif Hassan submitted his resignation for the Policy Council. He stated it has been a pleasure working with the Policy Council, but he has determined that helping at his child's center and being there for his family is what he really needs to do. He said that he is going to school to become a certified substitute teacher. Being part of Policy Council is an experience he is thankful for.

17. **Adjournment** – Parliamentarian

    The meeting was adjourned at 6:26 p.m. by the Parliamentarian.

Summary of 2017-2018 Self-Assessment process

The Early Head Start Child Care Partnership self-assessment was completed the week of March 12-16, 2018.

Key staff received training and an overview of Office of Head Start FY 2018 Monitoring Focus Area 2 Tool in preparation of completing a program self-assessment.

Self-assessment teams were comprised of key staff to review children files, conduct site visits, and observations. Teams reviewed requirements of the program, including comprehensive services and fiscal oversight for compliance.

In addition, the self-assessment teams reviewed Desired Results Developmental Profile (DRDP) results and Plans of Action and Infant/Toddler Environmental Rating System (ITERS) scores. The program self-assessment resulted in two program findings.

The findings were in areas of:

- Mental Health Consultant – The Partnership has not secured the services of a certified Mental Health consultant.
- Data – The new Partner, Garden Pathways, is in the implementation phase of fully executing the DRDP system, which includes child observations and school readiness data. The other two Partnership sites have fully implemented the DRDP system.

Through the self-assessment process, and conducting interviews with the Partners and Grantee, it has been determined that the Partnership grant has provided quality improvement systems. Funds have been used to improve and support the Partners' ability to manage their programs and implement a process of continuous program improvement. These improvements include:

- Hiring of additional qualified staff to ensure ratios
- Implementing a research-based curriculum
- Facility and playground improvements
- Additional materials and supplies
- Ongoing staff training.

The Assistant Director of Program will conduct follow-up meetings with key staff to ensure completion of the plans of action, including supporting documentation.

EXPECTATIONS

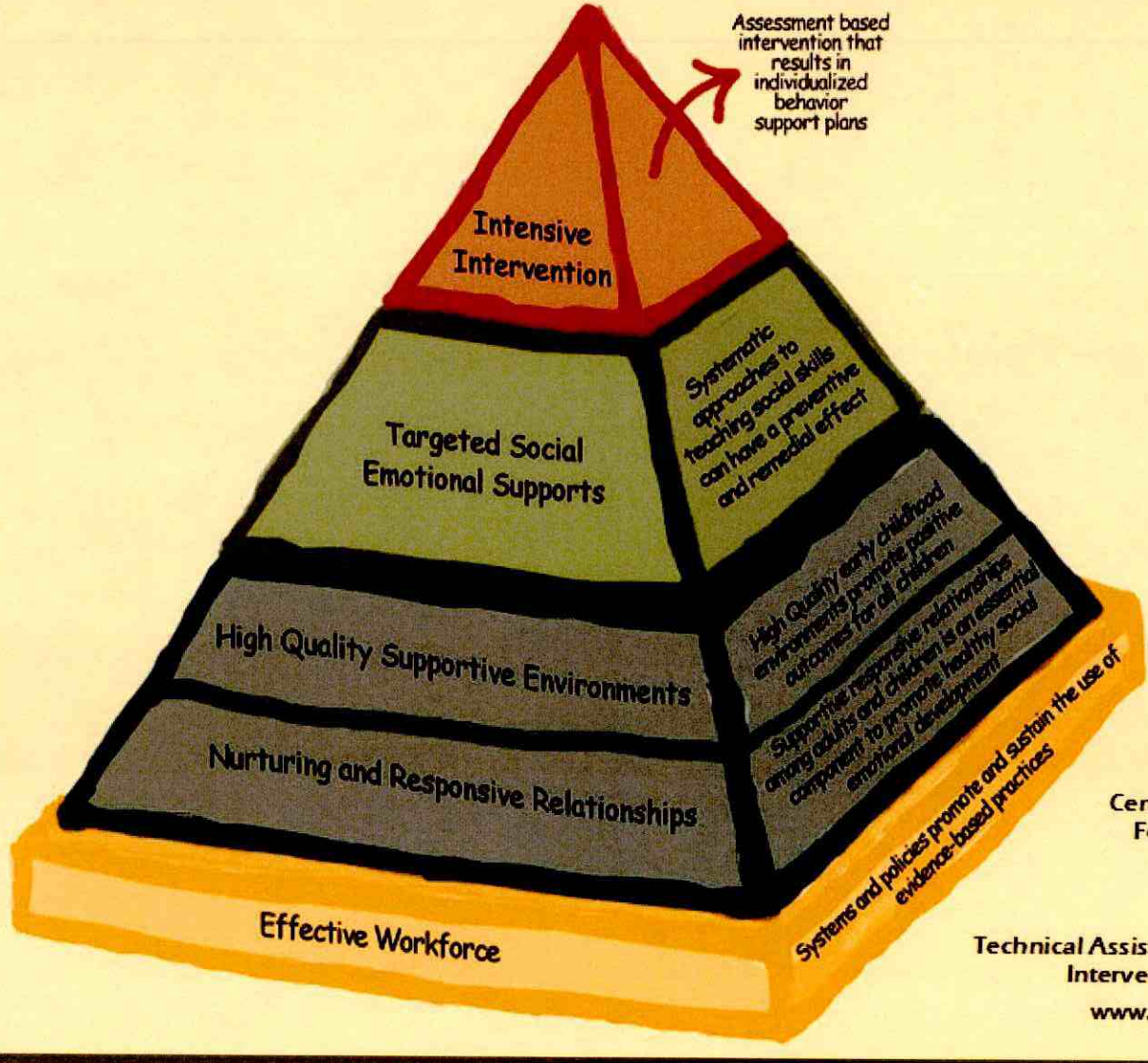
ALL CHILDREN NEED TO HAVE A CLEAR BEGINNING AND ENDING

AS AN AGENCY WE HAVE ESTABLISHED PROGRAM-WIDE EXPECTATIONS OF:

- ★ BE A FRIEND
- ★ BE SAFE
- ★ BE RESPECTFUL

Pyramid Model

for Promoting Social Emotional Competence in Infants and Young Children



Center on the Social and Emotional Foundations for Early Learning

www.vanderbilt.edu/csefel

Technical Assistance Center on Social Emotional Intervention for Young Children

www.challengingbehavior.org

Getting Things Done for America!

Building Healthy Communities AmeriCorps Mentor

Nine-month, full-time positions are available for AmeriCorps Members to serve as mentors in Kern County California starting September 1, 2018 and ending May 31, 2019. Applicants must be available to serve site-specific schedules during the term of service.

Essential Functions and Responsibilities

AS A MENTOR:

Under general supervision, to implement the Building Healthy Communities AmeriCorps programs by providing the following direct services:*

- plan structured and meaningful mentor activities
- implement one-on-one and small group mentoring
- attend regular mentor training provided by program
- collaborate with agency staff to monitor mentee progress
- serve as a mentor and positive role model to target mentees
- report weekly on mentee contact logs and other important documents
- appraise mentee progress using evaluation instruments provided by program
- create and manage a schedule to ensure all mentees receive appropriate hours

**mentor specific duties will vary across school sites*

AS AN AMERICORPS TEAM MEMBER:

- as a team, plan, implement and report on service projects to strengthen communities
- participate in and reflect on community service experiences
- participate in team meetings and other events promoting the AmeriCorps identity
- recruit and coordinate community volunteers
- participate in ongoing service specific training

LIVING ALLOWANCE AND BENEFITS:

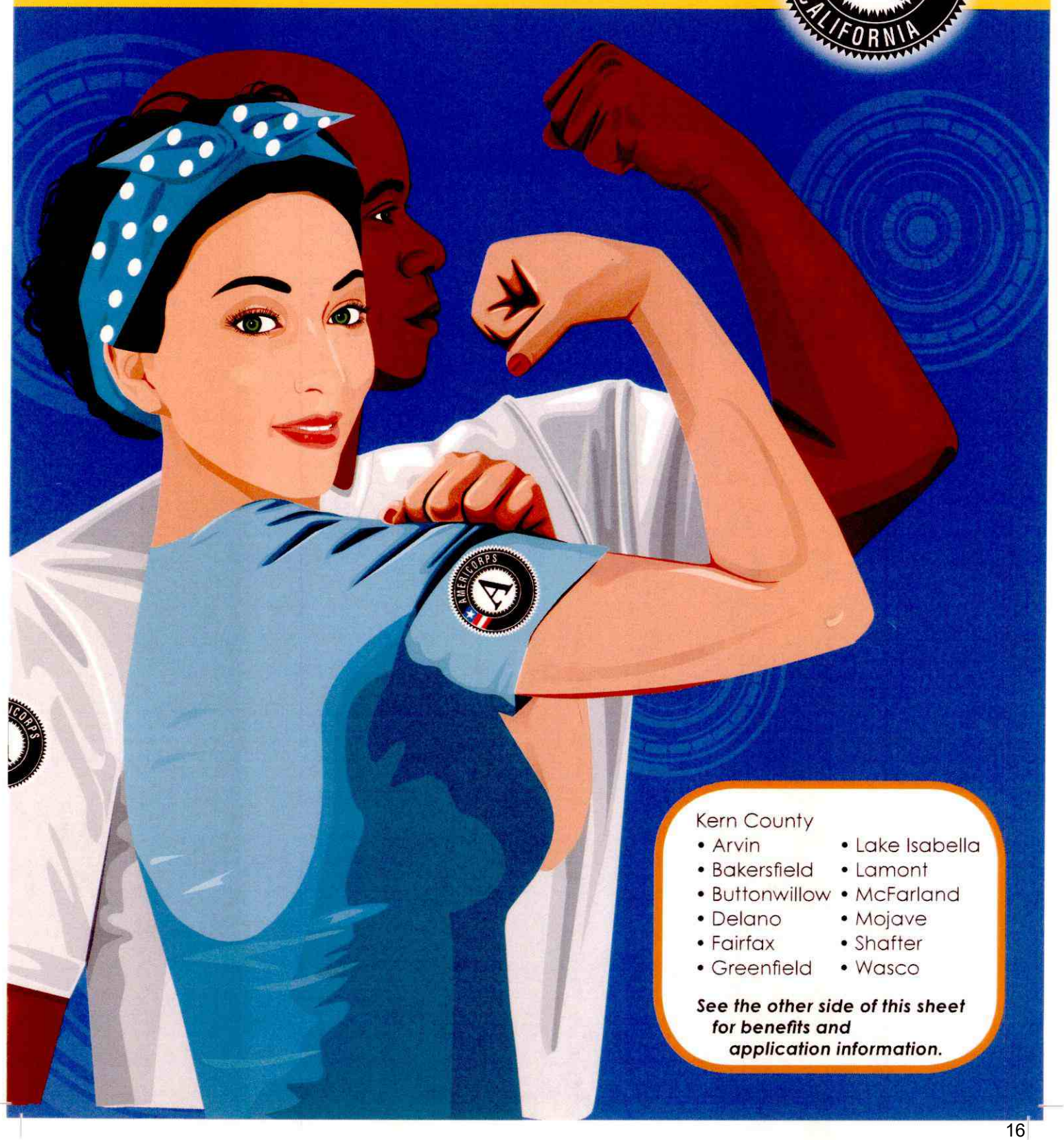
- Full-time (approx. 40 hrs/week) $1400 monthly living allowance
- Child care benefits (for eligible full-time Members)
- Health insurance benefits (for eligible full-time Members)
- $4,144.00 education award** upon satisfactorily completing nine months (1200 hours) of service

***The education award can only be used to pay student loans or for future college tuition and expenses.*

APPLY NOW!

For more information, call (661) 852-5675 • Apply at: ***www.BHCamericorps.org***

Mentor youth in one of these Kern County communities:

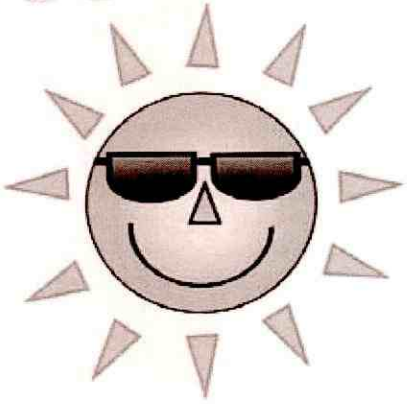


Kern County

- Arvin
- Bakersfield
- Buttonwillow
- Delano
- Fairfax
- Greenfield
- Lake Isabella
- Lamont
- McFarland
- Mojave
- Shafter
- Wasco

See the other side of this sheet for benefits and application information.

East Bakersfield Health & Wellness Fair



What

East Bakersfield Health & Wellness Fair

Where

East Bakersfield High School - Front Lawn

When

Saturday June 9, 2018 9am-12pm

Who

Kern High School District & Community Resource Programs

Why

Receive information from Community Partners and KHSD



Summer FREE Community FREE Resources

Kern High School District Parent and Family Centers

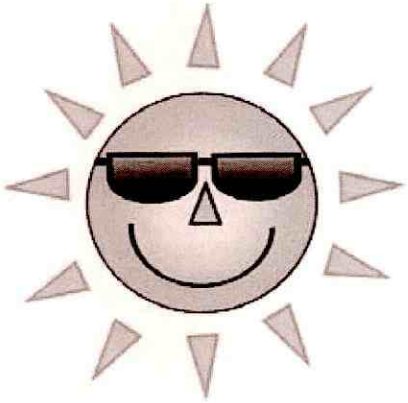
EAST HIGH SCHOOL

FOOTHILL HIGH SCHOOL

MIRA MONTE HIGH SCHOOL

East Bakersfield

Feria de Salud y Bienestar



Por Qué

Feria de Salud y Bienestar

Donde

East Bakersfield High School - Jardín de Enfrente

Cuando

Sabado Junio 9, 2018 9am-12pm

Quien

Kern High School District y programas de recursos comunitarios

Rason

Recibir información de nuestros socios comunitarios y KHSD



GRATIS

Verano

Recursos

GRATIS

Comunitarios

Kern High School District Parent and Family Centers

EAST HIGH SCHOOL

FOOTHILL HIGH SCHOOL

MIRA MONTE HIGH SCHOOL

"Behavioral Health and Opioid Crisis Impacts on Seniors in Kern County"

This year's Elder Abuse Conference focuses on the theme of Behavioral Health and Opioids.

The participants in this training will develop a broader understanding of behavioral health and opioid issues that impact seniors. Additionally, they will learn about local programs and resources that target these populations including new innovations. The issues of depression in seniors are often overlooked as a part of the aging process, when in fact it is a treatable condition that impacts all areas of health.

The Centers for Disease Control and Prevention report that opioid overdose deaths have impacted more than 350,000 people from 1999-2016. These deaths are attributed to prescription, street, and synthetic opioids. Within Kern County, over 60 overdose deaths were recorded for those over the age of 60.

Our presenters for this year's conference include Brad Cloud, Psy.D. Deputy Director, Kern Behavioral Health and Recovery Services, Clinical Training Director, Kern Behavioral Health Psychology Internship Program Assistant Clinical Professor, Psychiatry and Biobehavioral Sciences, and David Geffen School of Medicine at UCLA, as well as, other Kern County Behavioral Health Administrators, Supervisors, Advocates and trained professionals.

Kern Co. Aging & Adult Services – APS/EAPC
5357 Truxtun Avenue
Bakersfield, CA 93309
Phone (661) 868-1052
Fax (661) 868-0924

KERN COUNTY
Aging&Adult
SERVICES



KNOW ABUSE | REPORT ABUSE

ELDER AND DEPENDENT ADULT ABUSE AWARENESS MONTH

21st Annual Kern County Elder Abuse Prevention Conference

WORLD ELDER ABUSE AWARENESS DAY

Thursday, June 14, 2018
8:15 am - 4:30 pm

Hodel's Country Dining
(Liberty Hall)
Hwy 99 & Olive Drive
5917 Knudsen Dr.
Bakersfield, California

Presented by:

Kern County Aging & Adult Services - Adult Protective Services (APS)

The Kern County Commission on Aging

Kern Behavioral Health & Recovery Services

Kern County District Attorney's Office

Who Should Attend?

All Social Service Agencies, Law Enforcement, District Attorneys, Medical Providers, Community Partners, Religious Leaders, Retirement Home and Care Facility Staff, and Other Service Organizations that work with Older Adults.

Five **(5)** hours CA PA/PG/PC Association credits are available. To register for these credits go to: capapgpc.org

Course pending certification of continuing education credit for LMFT's, LCSW's, LPCCs, and LEPs as required by the California Association of Marriage and Family Therapists (CAMFT).

Course pending certification of continuing education credit by the California Board of Registered Nursing (BRN).

Course pending certification of continuing education credit by the California Consortium of Addiction Programs and Professionals (CCAPP).

Early Conference Registration Fee is $30.00 (includes continental breakfast, buffet luncheon, and afternoon snack). After May 14, 2018, registration will be $40.

Registration Deadline:

June 1, 2018

Make checks payable to:

Kern County Aging and Adult Services Department

NON REFUNDABLE-Substitutions Allowed

Conference Objectives

- Participants will be able to understand most common mental health issues that impact seniors.
- Participants will obtain knowledge of differential diagnosis of Depression, Delirium, and Dementia.
- Participants will have an understanding of new resources such as Smart 911, ASIST/QPR, and other new innovations in treatment.
- Presenters will review how opioid medication affects the elderly, potential risks for addiction and overdose, prevention efforts, and local treatment resources.
- Participants will understand resources for families.

Your Awareness Can Prevent Elder & Dependent Adult Abuse

Registration includes continental breakfast, lunch and afternoon snack.

Make checks payable to:
Kern County Aging and Adult Services Department.

Mail Registration to:

Kern County Aging and Adult Services Department
5357 Truxtun Avenue
Bakersfield, CA 93309

ATTN: Laura Juarez
(661) 868-1052 or
juarezlau@kerncounty.com

Space is limited so register early. Early registration is $30. After May 14, 2018, registration will be $40. Registration **deadline is June 1, 2018**
NO REFUNDS- Substitutions allowed

Single Registration

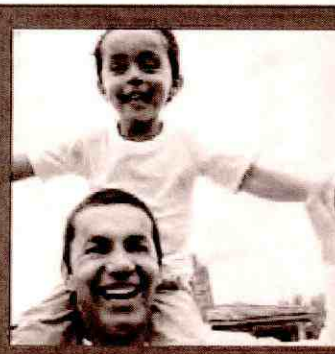
Name: _____

Agency: _____

Address: _____

Telephone number: _____ **E-Mail:** _____

I need a certificate of attendance YES____ NO____
If registering for an agency please contact Laura Juarez (661)868-1052.



Kern County Department of

CHILD SUPPORT SERVICES



We are bringing our office to you

Community Connections Center 1842
Norwalk, Delano, CA 93215
May 11th and June 8th, 2018
10:00 a.m. – 4 p.m.

Child support professionals will be in your neighborhood to assist with your child support needs.

Let us help you with:

- Opening a child support case
- Enforcing child support
- Establishing paternity (legal fatherhood)
- Changing monthly child support amounts

CHILD SUPPORT SERVICES
Kids Come First
Child support creates a better life for children.

We have 2 locations.

Bakersfield Office
1300 18th Street
Bakersfield CA 93301

Ridgecrest Office
400 N. China Lake Blvd.
Ridgecrest CA 93555

Toll Free: 866-901-3212

www.kerncountychildsupportservices.com

Kids Come First
Find us on Facebook



Kern County Department of

CHILD SUPPORT SERVICES



Estamos trayendo nuestra oficina a usted

Community Connections Center
1842 Norwalk, Delano, CA 93215
11 de Mayo, y 8 de Junio del 2018
10:00 a.m. - 4:00 p.m.

Profesionales de la oficina de manutención de niños estarán en su vecindario para ayudarle con sus necesidades de manutención de niños

Permítanos ayudarle con

- Apertura de un caso de manutención
- Cumplimiento con un orden de manutención
- Establecimiento de paternidad (el padre legal)
- Cambiando la cantidad del pago mensual de manutención de niños

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Tenemos dos ubicaciones:

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Ridgecrest Office
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llamada gratuita: 866-901-3212

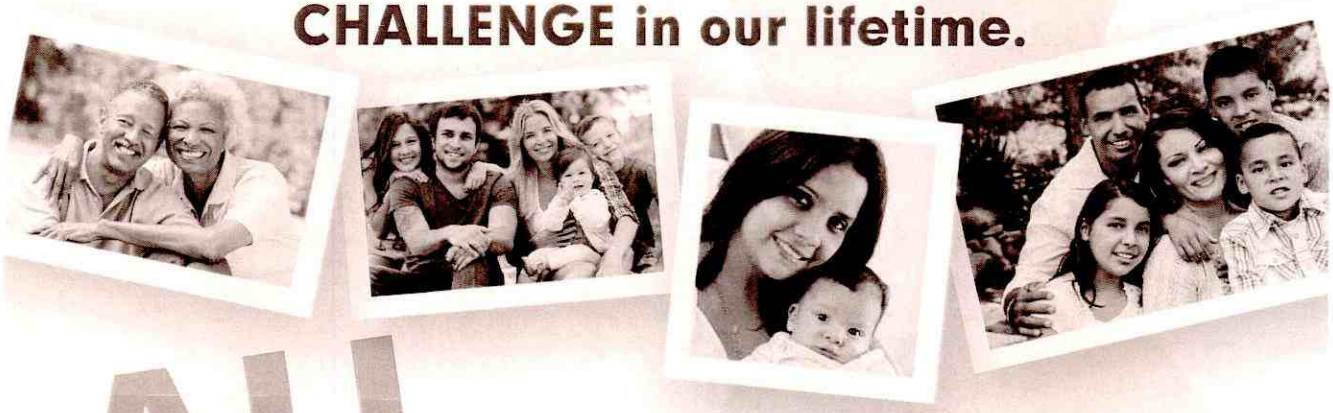
www.kerncountychildsupportservices.com

Kids Come First

Find us on Facebook

1 in 5 of US

will face a MENTAL HEALTH CHALLENGE in our lifetime.



ALL of US have a reason to speak up.

WEAR GREEN & SAVE GREEN!

During May is Mental Health Awareness Month

Help us raise Mental Health Awareness and get some great deals at the same time!

Chances are, you've been touched in some way by Mental Health or Substance Use issues. Whether you know someone suffering, or you yourself have suffered, May presents a chance for you to spread awareness and help us wipe out stigmas attached to those who have, and will, battle mental health issues in their lifetimes.

Wear your Green Ribbon to any of our supporting vendors during the month of May **and get great discounts and exclusive special offers** just for supporting mental health awareness in your community.

Ribbons are available at **2001 28th Street, Bakersfield**.
For more informartion, a complete vendor list, and other ways to get your ribbon, visit www.**KernBHRS.org/mentalhealthmonth**

BEHAVIORAL HEALTH & RECOVERY SERVICES

NAMI National Alliance on Mental Illness Kern County

mhs MENTAL HEALTH SYSTEMS

CCS

CLINICA SIERRA VISTA a california health center

CHILD GUIDANCE CLINIC

CHANGING MINDS About Mental Health

1 in 5 of US

will face a MENTAL HEALTH CHALLENGE in our lifetime.

CHANGING MINDS
About Mental Health

Join us throughout the month of May and help spread the word about #MentalHealthAwarenessMonth

Chances are, you've been touched in some way by Mental Health or Substance Use issues. Whether you know someone suffering, or you yourself have suffered, May presents a chance for you to spread awareness and help us wipe out stigmas attached to those who have, and will, battle mental health issues in their lifetimes.

Join us as we spread the word

CONSUMER FAMILY LEARNING CENTER
Anniversary Celebration
AND
INCLUSION FAIRE
May 3rd at CFLC BAKERSFIELD

MOMMY, ME & A MOVIE
PRESENTS



At The BEALE LIBRARY
May 10 @ 4:30PM

SIMPOSIO DE SALUD MENTAL
Mental Health Symposium for the Spanish Speaking Community
MAY 15, 9:00AM
CASA ROYAL BANQUET HALL

THE POWER OF MUSIC
May 19th, 9am-1pm
MARTIN LUTHER KING JR. PARK

19th annual ACADEMY AWARDS 2018
Wednesday, May 23
11:30 a.m. - 1:30 p.m.
Hodel's Country Restaurant

SPECIAL MOVIE PRESENTATION



At The FOX THEATER
May 30 @ 6:00PM

WEAR GREEN, SAVE GREEN!
During May is Mental Health Awareness Month
Spreading Awareness with GREAT DEALS All Month Long

WHEN ILLNESS BECOMES WELLNESS ART SHOW

MONTH LONG ART SHOW
May 1-5:
CFLC Bakersfield (2001 28th Street)
May 9-30:
The Bakersfield Fox Theater
May 1-31:
Guild House (1905 18th Street)

For more information, visit
www.**KernBHRS.org/mentalhealthmonth**

BEHAVIORAL HEALTH & RECOVERY SERVICES
NAMI National Alliance on Mental Illness Kern County
mhs MENTAL HEALTH SYSTEMS
CCS
CLINICA SIERRA VISTA a california health center
CHILD GUIDANCE CLINIC

CITIZENSHIP WORKSHOPS



LOOKING FOR INFORMATION ON HOW TO OBTAIN CITIZENSHIP?



YOUTH 2 LEADERS EDUCATION FOUNDATION INVITES YOU TO ATTEND OUR CITIZENSHIP WORKSHOPS



OFFERING CITIZENSHIP WORKSHOPS EVERY TWO WEEKS ON TUESDAYS

6PM-8PM

- BASIC INFORMATION ON HOW TO OBTAIN YOUR CITIZENSHIP
- INFORMATION ON ELIGIBILITY
- INFORMATION REGARDING THE PROCESS AND COST
- KNOW YOUR RIGHTS!

ADDRESS:

1701 WESTWIND DRIVE

SUITE 116

BAKERSFIELD, CA 93301

FOR RESERVATIONS AND DATES PLEASE CALL

661-374-8817

LIMITED AVAILABILITY!

THESE WORKSHOPS ARE COMPLETELY FREE OF COST!

TALLERES DE CIUDADANIA



BUSCA INFORMACION SOBRE COMO SOLICITAR LA CIUDADANIA?



LA FUNDACION EDUCATIVA YOUTH 2 LEADERS LE INVITA A ASISTIR A NUESTROS TALLERES DE CIUDADANIA



TALLERERES CADA DOS SEMANAS LOS MARTES DE LAS 6PM-8PM

- BASICA INFORMACION SOBRE COMO OBTENER LA CIUDADANIA
- INFORMACION SOBRE ELEGIBILIDAD
- INFORMACION SOBRE EL PROCESO
- CONOZCA SUS DERECHOS!

DIRECCION:
1701 WESTWIND DRIVE
OFICINA 116
BAKERSFIELD, CA 93301

PARA FECHAS Y RESERVACIONES FAVOR DE LLAMAR AL
661-374-8817
CUPO LIMITADO!

ESTOS TALLERES SON TOTALMENTE GRATUITOS!

Free Consultations

Immigration Lawyer

Sully Bryan

-EVERY OTHER THURSDAY
-STARTING ON APRIL 5TH
CONTACT US TO MAKE AN
APPOINTMENT!

FOR MORE INFORMATION, CONTACT US AT:
(661)374-8817

Y2L Youth2Leaders Education Foundation

W&O'
WIGNER & O'REILLY IMMIGRATION LAWYERS



Consultas Gratuitas

Abogada de Inmigración

Sully Bryan

-CADA OTRO JUEVES
-EMPEZANDO EL 5 DE ABRIL
LLAMENOS PARA HACER UNA CITA!

PARA MAS INFORMACION FAVOR DE
COMUNICARSE AL:
(661)374-8817

Y2L Youth2Leaders Education Foundation

W&O' WILNER & O'REILLY IMMIGRATION LAWYERS



Community Action Partnership of Kern
Head Start/State Child Development
Policy Council Bylaws
Meeting Minutes
May 3, 2018

1. **Call to Order**
   a. Meeting was called to order at 5:30 PM by Coyolxauhquio Mata

2. **Roll Call**
   a. One member was present- Coyolxauhquio Mata Quorum was not established.

3. **Introductions of Guests:**
   a. **None**
   b. **Staff present-** Janelle Gonzalez, Program Governance Coordinator

4. **Review of Agenda**. Coyo reviewed the agenda. Ms. Mata agreed to move forward with the agenda dated May 3, 2018.

5. **Presentation/Discussion**

   a. **Review the By-laws and how they support Policy Council-** Janelle reviewed the proposed changes to the bylaws. She explained the middle column is what the bylaw currently states and the column on the right is the proposed change. The proposals mainly consist of change to the verbiage through out the document. For example, the bylaws state "Standing Committee", yet we refer to committees verbally as "Subcommittees". That was included as a proposed change. Ms. Gonzalez asked Coyo if she had any additions or questions. Coyo stated not at this time. Ms. Gonzalez explained the proposals will be taken to the full policy council for approval and then to the Board for review and approval. Once approval takes place from both councils, the Policy Council Bylaws will be revised and finalized.

6. **Adjournment**
   Meeting was adjourned at 6:02 p.m.

Asociación de acción comunitaria de Kern
Head Start/desarrollo infantil estatal
Reglamentos del Concilio de pólizas
Actas de reunión
3 de mayo, el 2018

1. **Llamado a pedido**
   a. Reunión se llamó a la orden en 5:30 PM por Coyolxauhquio Mata

2. **Pasar Lista**
   a. Un Miembro presente- Coyolxauhquio Mata Quórum no fue Establecida.

3. **Presentaciones de los huéspedes:**
   a. **Ninguno**
   b. **Personal presente-** Janelle Gonzalez, Coordinadora del programa de gobernanza

4. **Revisión de la agenda**. Coyo examinó la agenda. Sra. Mata acordó seguir adelante con la agenda de fecha 3 de mayo, el 2018.

5. **Presentación/Discusión**

   a. **Opinar sobre Las-leyes y Cómo apoyan el Consejo de políticas-** Janelle revisado los cambios propuestos en los estatutos. Explicó que la columna central es lo que el estatuto establece actualmente y la columna de la derecha es el cambio propuesto. Las propuestas consisten principalmente en el cambio al verborrea a través del documento. Por ejemplo, el estatuto del estado "Comité permanente", sin embargo, nos referimos a los comités verbalmente como "subcomités". Que se incluyó como un cambio propuesto. La Sra. Gonzalez le preguntó a Coyo si tenía alguna adición o pregunta. Coyo indicado no en este tiempo. La Sra. Gonzalez explicó que las propuestas se llevarán al Consejo de política completa para su aprobación y luego a la Junta para su revisión y aprobación. Una vez que la aprobación se lleva a cabo de ambos consejos, los reglamentos del Concilio de pólizas serán revisados y finalizados.

6. **Aplazamiento**
   Reunión fue aplazada a las 6:02 P.M.

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council Planning Committee
Meeting Minutes
May 1, 2018

1. **Welcome**
   The group was welcomed to the meeting.

2. **Call to Order**
   a. Meeting was called to order at 5:22 p.m. by Chairperson Joanna Guillen.

3. **Roll Call and establish Quorum (half plus one)**
   a. Quorum was established.
   b. **PC Members present:** Joanna Guillen, Anastasia Lester, Victoria Garcia Carlos, Lindsay Harrison, Yolanda Ochoa
   c. **PC Members not present:** Christine DeNardo, Maggy Hartzell

4. **Approval of Agenda**
   Motion was made by Victoria G. Carlos to approve the agenda date May 1, 2018; seconded by Ana Lester. Motion carried unanimously.

5. **Approval of Minutes**
   Motion was made by Lindsay Harrison to approve the minutes dated February 1, 2018; seconded by Victoria G. Carlos. Motion carried unanimously.

6. **Introduction of Guests**
   Guests in attendance tonight were Shyann Nelson, daughter of PC Planning Member Ana Lester; Destiny, daughter of PC Planning Member Yolanda Ochoa; Emily Gonzalez Demont, Assistant Director of Grants Management; Jerry Meade, PDM Administrator via Skype for Business and Lisa Price PDM Administrative Assistant

7. **Public Forum**
   (The public wishing to address the PC Planning Committee may do so at this time; however the Committee will take no action other than referring the item to staff for study and analysis.)
   None

8. **Presentation / Discussion Items**
   a. Prior to reviewing standing reports Jerry shared that he was in Stockton (hence the use of Skype for Business) to support our San Joaquin Program as they prepare for a visit by the review team by holding a "mock review." The enrollment report for April was reviewed. Jerry stated all operating program options across our four grants met full enrollment during this reporting period. It was noted that Kern Head Start was at 99% as the Broadway Center (in Wasco) is not yet operational. Once the center receives clearance from the fire marshal we will be able to begin serving children. With the end of part year fast approaching we will not begin services at this facility until the new program year in August 2018. Our classrooms are properly equipped (up to fire code) however

the balance of the church is not and therefore modifications must be made to the churches facilities. The percentage of children with disabilities enrolled in our program was also reviewed. As previously shared we will request a waiver from the Office of Head Start for our EHS Partnership as they are at 2% enrollment of children with disabilities and do not expect to meet the 10% requirement. We continue to meet our over income expectation in remaining below the 10% rate of services provided in this classification.

b. The Average Daily Attendance (ADA) Report for April was reviewed and discussed. Our ADA was 98% during this reporting period. There were two centers with 100% attendance for month of April, EHS Partnership – Blanton and Fairfax Child Development Center.
c. Jerry shared the Child and Adult Care Food Program (CACFP) report for March. Out of courtesy for our new member and guest Jerry added that we share CACFP information a month prior to the information contained in the other reports as information from the immediately preceding month is not yet calculated. There was a total of 91,259 meals prepared with 76,136 coming from the Central Kitchen. This is a 5% increase in meals prepared during the same reporting time last year. Jerry also shared the division staffing report which includes 30 vacant positions and there are 77 employees on various type of leave. These figures are on the decline which is great news overall. At this time Jerry also shared in following the monitoring protocol, Kern staff is meeting with San Joaquin County staff, documenting, providing support and working specifically with ERSEA & Administrative personnel. It was stated the ERSEA team was 100% in compliance for all files reviewed. Review of the Professional Development piece will take place next week. The mock review is going well and will conclude next week.
d. The HS/EHS 2018 – 2019 Program Options were reviewed. Jerry stated there will not be any significant changes from the program options we currently have. He went on to state we have a (Head Start) license capacity for 25 children at McFarland Child Development Center; however, it has proved a challenge to have a class size of 24. Therefore, we will reduce our class size to 20 at McFarland to ensure the quality of our program and to provide the highest level of excellence. There is not a lot of space for movement of these 4 slots "removed" from McFarland so they will be relocated to Home Base. This will bring our Head Start Home Base slots to 81. We will not need to increase staff as educators are allowed a maximum case load of 12; the change will keep staff below that figure. This will be the only program option change for the upcoming year; there will be no changes to the Early Head Start program options for 2018 - 2019.

9. <u>Communications</u>

None

10. <u>Announcements</u>

Jerry announced that the review team will attend PRE (in Kern County) and subsequently interview and have conversation with members of the Board of Directors. Likewise, the review team will also want to meet with Policy Council members. In addition, they are meeting with a San Joaquin County parent as this is a review of that program. Jerry went on to share this "meeting" with PC members may possibly take place as a conference call. These interviews will take place on May 16th however the

exact time of day has yet to be determined; it will be contingent upon our San Joaquin parent's schedule. He also shared this interview process will solely be between participants and the reviewer; staff will not be present. Ana stated she would like to participate in this process. Jerry was appreciative and indicated that as the date draws near she will be contacted with a specific time. Upon conclusion of the meeting Jerry thanked everyone for attending and complimented Joanna on doing a great job of conducting the meeting.

11. **Adjournment**

Meeting was adjourned at 5:43 p.m. The next PC Planning meeting is scheduled for Tuesday June 5, 2018.

Lisa Price/PDM Administrative Assistant
Completed 05/07/18

Community Action Partnership of Kern
Head Start/State Child Development
Governance-Policy Council

May 4, 2018

Re: Policy Council Membership

Dear Christine DeNardo,

The Policy Council Bylaws approved August 31, 2015 state that: Membership may be terminated as a result of three (3) consecutive absences throughout the year for any reason, ***except absences for attending a Community Action Partnership of Kern function*, or EXTREME weather conditions.**

1. Termination may be appealed.
2. Submit a written letter of appeal to the Program Governance Coordinator within ten (10) working days of receiving the notification of termination
3. The Program Governance Coordinator will place the appeal on the following Policy Council agenda for the full Policy Council vote.
4. The Policy Council's recommendation will be in effect for the remainder of the current Policy Council year.

The attendance records show that you have been absent from the Policy Council meeting in April in addition to the PC Planning & the PC Budget & Finance meeting in April.

Please be advised, you have been terminated as a Policy Council Member as of May 4, 2018. If you wish to appeal this termination, please contact Janelle Gonzalez at 1-661-336-5236 ext. 2637 or Jerry Meade at 1-661-336-5236 ext. 2224.

We appreciate your service to the Policy Council and to Community Action Partnership of Kern Head Start Program.

Thank you,

Janelle Gonzalez
Program Governance Coordinator

cc: Enrique Salazar, Policy Council Chairperson

Asociación de Acción Comunitaria de Kern
Servicios de Educación y Desarrollo Infantil
Gobernación-Consejo de Política

4 de mayo de 2018

Re: Membrecía del Consejo de Política

Querida Christina DeNardo,

Los Estatutos del Consejo de Política, aprobado el 31 de agosto del 2015, afirma que: La membrecía puede ser terminada como resultado de tres (3) ausencias durante el año por cualquier razón, **excepto cuando el miembro asiste a cualquier evento que esté relacionado con la Asociación de Acción Comunitaria de Kern, o condiciones ambientales extremas.**

1. Las terminaciones pueden ser apeladas.
2. Una carta de apelación puede ser presentada al Gerente de Servicios familiares y Gobernación dentro de los 10 días de haber recibido la notificación de destitución.
3. El Gerente de Servicios Familiares y Gobernación pondrá la apelación en la agenda de la próxima reunión del Consejo de Política para que todo el consejo pueda hacer una votación.
4. Las recomendaciones que haga el Consejo de Política permanecerá en efecto por el resto del año actual del Consejo de Política.

El registro de asistencia enseña que usted estuvo ausente de la junta del Consejo de Política en abril de 2018. Adicionalmente, estuvo ausente de la junta del subcomité de Planificación del PC y Reuniones de presupuesto y finanzas de PC en abril.

Por favor tenga en cuenta que su membrecía del Consejo de Política se terminara el 14 de Mayo de 2018. Si usted le gustaría apelar esta destitución, por favor comunicase con Janelle Gonzalez al (661) 336-5236 ext. 2637 o Jerry Meade al 1-661-336-5236 ext. 2224.

Le agradecemos por su servicio al Consejo de Política y a la Asociación de Acción Comunitaria de Kern.

Gracias,

Janelle Gonzalez
Coordinadora del Programa de Gobernación

Cc: Enrique Salazar, Presidente del Consejo de Política