Head Start/State Child Development

POLICY COUNCIL MEETING PACKET

September 22, 2020
5:30 p.m.

Per Governor's Executive Order N-25-20
This meeting will be held via tele-conference
(213) 204-2374 ~ Conference ID: 457 895 802#

Join Microsoft Teams Meeting



POLICY COUNCIL
STANDING COMMITTEES
September 2020

EXECUTIVE COMMITTEE

Chairperson: Nila Hogan
Vice Chairperson: Destiny Thompson Butler
Secretary: Kaylonie Howard
Treasurer: Hernan Lozano
Parliamentarian: Nicole Cabe

STANDING COMMITTEE MEMBERS

Board of Directors: Nila Hogan

BYLAWS
Chairperson: Nicole Cabe

1. Isabelle Diaz
2. Andrea Martinez
3. Raeann Haggard
4.
5.
6.

PLANNING
Chairperson: Destiny Thompson Butler

1. Nicole Cabe
2. Nila Hogan
3. Dalila Castillo
4.
5.
6.

SCHOOL READINESS
Chairperson: Kaylonie Howard

1. Bianca Garibay
2. Ana Vega
3. Helena Conolly
4. Brittany Dunbar

FINANCE
Chairperson: Hernan Lozano

1. Destiny Thompson Butler
2. Isabel Everly
3.
4.
5.
6.



LEGEND:	
Attended	X
Did Not Attend	ABS
Attended Another CAPK Function	
Meeting Not Held	
Membership Terminated	
Absent Due to Weather Conditions	
Resigned	R
Special Call Meeting	SC
Executive Committee Meeting	EC
Not Yet Elected to Policy Council	

Policy Council Attendance 2019 ~ 2020

#	REGION 1	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	June 2020	July 2020	Aug 2020	Sept 2020	Oct 2020
1	Dalila Castillo ~ Shafter	X	X	X	X	EC	EC	EC	ABS		ABS		
2	Rosie Castillo ~ Shafter	X	X	X	X	EC	EC	EC	ABS		R		
3	*Vacancy*												
4	*Vacancy*												
#	REGION 2	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	June 2020	July 2020	Aug 2020	Sept 2020	Oct 2020
1	Isabelle Diaz ~ East California	ABS	X	ABS	X	EC	EC	EC	X		X		
2	Isabel Everly ~ Sterling	X	ABS	X	ABS	EC	EC	EC	ABS		X		
3	Jessica Mendez ~ Sterling				X	EC	EC	EC	ABS		R		
4	Andrea Martinez ~ East California				X	EC	EC	EC	X		X		
#	REGION 3	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	June 2020	July 2020	Aug 2020	Sept 2020	Oct 2020
1	Nicole Cabe ~ Fairfax	X	X	X	X	X	X	ABS	X		X		
2	Nila Hogan ~ Pete Parra	X	X	ABS	X	X	X	X	X		X		
3	Hernan Lozano ~ Seibert	X	X	X	X	X	X	X	X		X		
4	Raeann Haggard ~ Harvey L. Hall				X	EC	EC	EC	X		ABS		
#	REGION 4	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	June 2020	July 2020	Aug 2020	Sept 2020	Oct 2020
1	Helena Conolly ~ Rosamond	X	ABS	X	ABS	EC	EC	EC	X		ABS		
2	Brittany Dunbar ~ Rosamond	X	ABS	X	ABS	EC	EC	EC	X		X		
3	*Vacancy*												
4	*Vacancy*												
#	Home Base	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	June 2020	July 2020	Aug 2020	Sept 2020	Oct 2020
1	Kaylonie Howard ~ F. Garcia	X	X	X	ABS	X	ABS	ABS	X		X		
2	Destiny Thompson Butler ~ M. Craig	X	X	X	X	X	X	X	X		X		
#	ECC EHS Partnership	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	June 2020	July 2020	Aug 2020	Sept 2020	Oct 2020
1	*Vacancy*												
#	San Joaquin EHS Partnership	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	June 2020	July 2020	Aug 2020	Sept 2020	Oct 2020
1	Bianca Garibay ~ A. Johnson	X	X	X	X	EC	EC	EC	X		X		
2	Ana Vega ~ Lodi	X	X	ABS	X	EC	EC	EC	ABS		X		
#	Community Representatives	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	June 2020	July 2020	Aug 2020	Sept 2020	Oct 2020
1	*Vacancy*												
2	*Vacancy*												
3	*Vacancy*												
#	Board Member	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	June 2020	July 2019	Aug 2020	Sept 2020	Oct 2020
1	Jimmie Childress				X	EC	EC	EC	X		X		

Policy Council Standing Committee
Attendance Sheet
2019 ~ 2020

Bylaws Subcommittee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Nicole Cabe			X							X	
Isabel Diaz			X							X	
Daisy Valencia			ABS								
Andrea Martinez										X	
Raeann Haggard										ABS	

Budget & Finance Subcommittee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Hernan Lozano		X	X								
D. Thompson Butler		X	X								
Isabel Everly			X								
Jessica Mendez									R		

School Readiness Subcommittee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Kaylonie Howard			ABS								
Ana Vega			X								
Bianca Garibay			ABS								
Helena Conolly			X								
Brittany Dunbar			X								

Planning Subcommittee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
D. Thompson Butler		ABS	X	X						X	
Nila Hogan		X	X	X						X	
Nicole Cabe		X	X	X						ABS	
Dalila Castillo		ABS	X	ABS							
Rosie Castillo		ABS	X	ABS					R	R	

Board of Directors

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Nila Hogan		ABS	X	X	X	X	X	X	X		

Legend	
Attended	X
Did Not Attend	ABS
Attended Another CAPK Function	
Resigned	R
Terminated	
No Subcommittee Meeting Held	
Not Yet Elected to Subcommittee	
Absent Due to Weather Conditions	

Policy Council Agenda
Per Governor's Executive Order N-25-20
Meeting to be held via Teleconference
(213) 204-2374 – Conference ID: 457 895 802#
September 22, 2020
5:30 p.m. – 6:30 p.m.

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. Agenda dated: September 22, 2020

4. **Approval of Minutes** — Chairperson — ***ACTION**
   a. Date of Minutes: August 25, 2020

5. **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 Policy Council 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 will be 10 minutes Please state your name before making your presentation. Thank you.*

6. **Standing Committee Reports** — (3 minutes per report)
   a. School Readiness Committee — Verbal Report
   b. Planning Committee — Verbal Report
   c. Budget & Finance — Verbal Report
   d. Bylaws — Verbal Report

7. **Presentations** — (15 minutes per presentation)
   None

8. **New Business** — Chairperson — ***ACTION**
   a. San Joaquin Goals & Objectives and Refunding Application ~ Jerry Meade, Assistant Director of Head Start & State Child Development/Program

This is to certify that this agenda notice was posted in the lobby of the CAPK Administrative Office at 5005 Business Park North, Bakersfield, CA and online at www.capk.org by 12:00 p.m. on September 17, 2020
Lisa Price, Program Governance Coordinator

9. Communications

a. Kern Head Start Budget vs. Actual Expenditures, March 1, 2020 through August 31, 2020
b. Kern Early Head Start Budget vs. Actual Expenditures, March 1, 2020 through August 31, 2020
c. Early Head Start San Joaquin Budget vs. Actual Expenditures, February 1, 2020 through August 31, 2020
d. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures, March 1, 2020 through August 31, 2020
e. Parent Local Travel & Child Care through August 31, 2020
f. Parent Activity Funds through August 31, 2020
g. Kern Head Start and Early Head Start Non-Federal and In-Kind Report, March 1, 2020 through August 31, 2020
h. San Joaquin Early Head Start Non-Federal and In-Kind Report, February 1, 2020 through August 31, 2020
i. Head Start PRE-Report ~ July 2020; August 2020
j. Policy Council Termination ~ Dalila Castillo, August 27, 2020
k. Final Rule on Designation Renewal System (DRS), ACF-PI-HS-20-05; Issuance Date: August 27, 2020
l. Policy Council Planning Meeting Minutes ~ September 1, 2020 (English/Spanish)
m. Policy Council Bylaws Meeting Minutes ~ September 8, 2020 (English/Spanish)
n. Policy Council Bylaws
o. Be Counted in the 2020 Census – California Department of Public Health (English/Spanish)
p. Mobile Immunization Clinic ~ September 2020 (English/Spanish)
q. Fire Prevention – Voice of Safety September 2020
r. Ballet Folklorico 2020 Virtual Performance – September 9, 2020 – October 6, 2020
s. Community Connections Virtual Trainings ~ October 2020
t. Medi-Cal Flyer ~ Department of Human Services (English/Spanish)
u. Free Dental Screening 0-5 years ~ The Kern County Children's Dental Health Network
v. San Joaquin Public Health Services
w. 2020 Farmers Market Guide for San Joaquin County
x. Planning Subcommittee Meeting Dates
y. School Readiness Subcommittee Meeting Dates
z. Bylaws Subcommittee Meeting Dates
aa. Budget & Finance Subcommittee Meeting Dates
bb. Policy Council Meeting Dates

10. Program Governance Report	Lisa Price	Verbal Report (3 min.)
11. Director's Report (HS/State Child Development)	Yolanda Gonzales	Verbal Report (3 min.)
12. Policy Council Chairperson	Nila Hogan	Verbal Report (3 min.)
13. Policy Council Member Comments	Chairperson	
14. Adjournment	Chairperson	

This is to certify that this agenda notice was posted in the lobby of the CAPK Administrative Office at 5005 Business Park North, Bakersfield, CA and online at www.capk.org by 12:00 p.m. on September 17, 2020
Lisa Price, Program Governance Coordinator

Agenda del Concilio de Póliza
Por Orden Ejecutiva Gubernamental N-25-20
Junta a llevarse a cabo por Teleconferencia
(213) 204-2374 – Número de Identificación: 457 895 802#
22 de septiembre, 2020
5:30 p.m. – 6:30 p.m.

1. **Convocación de reunión** Presidente
   a. Momento de silencio, juramento de lealtad
   b. Lectura de la promesa de Acción Comunitaria

   "Acción Comunitaria cambia la vida de personas, simboliza el espíritu de esperanza, mejora a las comunidades y hace de *América un mejor lugar para vivir. Estamos interesados en la comunidad y nos dedicamos a que la gente aprenda a ayudarse a sí misma y a otros".*

2. **Pase de lista/establecimiento de los miembros** Secretario(a)

3. **Aprobación de Agenda** Presidente ***ACCIÓN**
   a. Agenda con fecha: 22 de septiembre, 2020

4. **Aprobación de minutos** Presidente ***ACCIÓN**
   a. Minutos con fecha: 25 de agosto, 2020

5. **Presentación de invitados/Foro público**
   a. *El público que desee dirigirse al Concilio de Póliza, podrá hacerlo en este momento. Los miembros del Concilio de Póliza pueden responder brevemente a las declaraciones hechas o a las preguntas presentadas. Sin embargo, el Concilio no tomará ninguna acción, solo podrá referirlo al personal para su estudio y análisis,* ***Los oradores tienen un límite de 5 minutos para exponer.*** *Si más de una persona desea tocar el mismo tema, el total de minutos para dicho tema será de 10 minutos. Favor de proporcionar su nombre antes de su presentación. Gracias*

6. **Reportes de comités permanentes** (3 minutos por reporte)
   a. Comité de preparación escolar — Reporte verbal
   b. Comité de planeación — Reporte verbal
   c. Comité de presupuesto y finanzas — Reporte verbal
   d. Comité de estatutos — Reporte verbal

7. **Presentaciones** (15 minutos por presentación)
   Ninguna

8. **Nuevos Intercambios** Presidente ***ACCIÓN**
   a. Metas y objetivos de San Joaquín y solicitud de reembolso ~ Jerry Meade, subdirector de Head Start y el programa de desarrollo infantil estatal.

Esto es para certificar que esta agenta se publicó en el vestíbulo de la oficina de administración de CAPK localizada en 5005 Business Park North, Bakersfield, CA y en línea en www.capk.org a las 12:00 pm, el 17 de septiembre, 2020
Lisa Price, Coordinadora del programa de Gobernanza

9. Comunicaciones

a. Presupuesto de Head Start Kern vs. Gastos actuales,1 de marzo hasta el 31 de agosto 2020
b. Presupuesto de Early Head Start Kern vs. Gastos actuales, 1 de marzo hasta el 31 de agosto 2020
c. Presupuesto Early Head Start de San Joaquín Budget vs. Gastos actuales, 1 de febrero hasta el 31 de agosto 2020
d. Presupuesto de la asociación de cuidado Early Head Start Kern vs. Gastos actuales, 1 de marzo hasta el 31 de agosto 2020
e. Viajes locales de padres y cuidado infantil hasta el 31 de agosto 2020
f. Fondos para actividades de padres hasta el 31 de agosto 2020
g. Reporte de contribuciones internas y fondos no federales de Head Start & Early Head Start de Kern, desde el 1 de marzo hasta el 31 de agosto, 2020
h. Reporte de contribuciones internas y fondos no federales de Early Head Start de San Joaquín desde el 1 de febrero hasta el 31 de agosto, 2020
i. Reporte PRE de Head ~ julio 2020; agosto 2020
j. Cancelación de membresía del concilio de póliza ~ Dalila Castillo, 27 de agosto, 2020
k. Regla final sobre el sistema de renovación de la designación (DRS) ACF-PI-HS-20-05; Fecha de emisión: 28 de agosto 2020
l. Resumen de la junta del comité de planeación ~ 1 de septiembre 2020 (inglés/español)
m. Resumen de la junta del comité de estatutos ~ 8 de septiembre 2020 (inglés/español)
n. Estatutos del concilio de póliza
o. Ser contado en el censo 2020 ~departamento de salud pública de California (inglés/español)
p. Clínica móvil de vacunación ~ septiembre 2020 (inglés/español) (inglés/español)
q. Prevención de incendios – Voz de seguridad, septiembre 2020
r. Presentación virtual del Ballet Folclórico – 9 de septiembre al 6 de octubre, 2020
s. Capacitaciones virtuales de Conexiones Comunitarias ~ octubre 2020
t. Folleto de Medi-Cal ~ Departamento de servicios humanos
u. Exámenes dentales gratuitos de 0-5 años ~ Red de salud dental infantil del condado de Kern
v. Servicios de salud pública de San Joaquín
w. Guía del mercado de agricultores del condado de San Joaquín
x. Fechas de juntas del subcomité de planeación
y. Fechas de juntas del subcomité de preparación escolar
z. Fechas de juntas del subcomité de estatutos
aa. Fechas de juntas del subcomité de presupuestos y finanzas
bb. Fechas de juntas del Concilio de Póliza

10. Reporte del programa de gobernanza	Lisa Price	Reporte verbal (3 min.)
11. Reporte del director de Desarrollo Infantil Estatal HS	Yolanda Gonzales	Reporte verbal (3 min.)
12. Presidenta del Concilio de Póliza	Nila Hogan	Reporte verbal (3 min.)
13. Conclusión	Presidenta	

Esto es para certificar que esta agenta se publicó en el vestíbulo de la oficina de administración de CAPK localizada en 5005 Business Park North, Bakersfield, CA y en línea en www.capk.org a las 12:00 pm, el 17 de septiembre, 2020
Lisa Price, Coordinadora del programa de Gobernanza

COMMUNITY ACTION PARTNERSHIP OF KERN
POLICY COUNCIL COMMITTEE MEETING MINUTES
August 25, 2020
Teleconference ID: 411 394 096#
Per Governor's Executive Order N-25-20

1. **Call to Order**
   Chairperson Nila Hogan called the meeting to order at 5:31 p.m.
   a. Moment of Silence
   b. Reading of the 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 Kaylonie Howard conducted roll call; quorum was established.
   Policy Council Members Present: Nila Hogan, Destiny Thompson Butler, Hernan Lozano, Nicole Cabe, Kaylonie Howard, Andrea Martinez, Isabelle Diaz, Isabel Everly, Brittany Dunbar, Jimmie Childress, Bianca Garibay, Ana Vega

3. **Approval of Agenda** ***ACTION**
   a. A motion was made by Andrea Martinez to approve the agenda dated August 25, 2020; seconded by Destiny Thompson Butler. Motion carried unanimously.

4. **Approval of Minutes** Chairperson ***ACTION**
   a. A motion was made by Andrea Martinez to approve the minutes of June 23, 2020; seconded by Kaylonie Howard. Motion carried unanimously.

5. **Presentation of Guests /Public Forum**
   The following guests were in attendance: Yolanda Gonzales, Director Head Start/State Child Development; Jerry Meade, Assistant Director of Head Start/State Child Development/Program; Leslie Mitchell, Assistant Director of Head Start/State Child Development/Education; Lorraine Casillas, Director of Finance; Esperanza Contreras, Partnership Administrator; Carolyn Coffey, Education & Support Services Administrator; LeTisha Brooks, Program Administrator; Gloria Barbero, San Joaquin Program Administrator; Nicole Nino, Family Engagement Specialist/Home Base Supervisor; Luz Adams, Program Manager; Heather McCarley, Finance Manager; Lisa Price, Program Governance Coordinator
   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 Policy Council 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.*
   None

6. **Standing Committee Reports**
   a. **School Readiness Committee**
      The School Readiness Committee will be resuming subcommittee meetings with the next meeting to be held virtually on September 15, 2020. The topic of the meeting will be Health and Nutrition. Carolyn Coffey, Education and Support Services Administrator provided additional updates noting that the Inclusion Team has been supporting staff and families virtually and via telephone. They have participated in IEP meetings in supporting parents. The Family Engagement Team will assist families in enrolling in Ready Baby which has several new features including e-books and a collection from teaching strategies. The Education Team has created a virtual learning calendar which has been sent to all families receiving Head Start virtual

services. A parent observation form has also been developed which will assist parents as partners in their children's learning. The Ignite application has been purchased for the Head Start program and is a learning tool that will assist with tracking the developmental progress of children, which in turn will also help with assessments. It was noted that this app is accessible from any device. A newsletter specific to virtual learning has been created and sent for translation. The newsletter will cover a variety of topics and will also include a welcome video by teaching staff. Upon completion of translation this information will be sent to families. The Wellness Team has provided newsletters for both teachers and families. They are also completing weekly wellness meetings with staff. The Health Team has purchased the electrostatic sprayer which enables classrooms to be sanitized very quickly. In addition, they have created a Health Protocol in conjunction with CDC guidelines to keep children and staff safe. All support service areas are collaborating on a weekly S'mores newsletter which includes, pictures, videos, links and more. Carolyn shared that staff is excited about the newsletter and hopes families are enjoying all of the activities with their children.

b. **Planning Committee**
The Planning Committee did not meet this month but is happy to resume monthly meetings. The next meeting will be on September 1, 2020 through teleconference. Program information regarding enrollment, central kitchen reports, staffing and more can be found in the PRE-Report under the communication section of the Policy Council packet. This information will be received and filed.

c. **Budget & Finance Committee**
The budget to actual financial reports across all grants as in months past will be presented for Policy Council review and approval. These subcommittee meetings will resume next month on September 15, 2020 at 5:30 p.m. via teleconference. Information will be sent to members prior to the meeting.

d. **Bylaws Committee**
The Bylaws Committee has not met since initially meeting in February. However, the committee will meet on September 8, 2020 to discuss the current draft document which was reviewed by Administration with feedback provided. Once the committee has finalized the document, it will be presented to the Council for approval and subsequently to the Board of Directors as well.

7. <u>Presentations</u>
None

8. <u>New Business</u> ***ACTION**

a. **Budget & Finance Reports ~ Heather McCarley, Finance Manager**
   i. Kern Head Start Budget vs. Actual Expenditures, March 1, 2020 through July 31, 2020
   ii. Kern Early Head Start Budget vs. Actual Expenditures, March 1, 2020 through July 31, 2020
   iii. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures, March 1, 2020 through July 31, 2020
   iv. Early Head Start San Joaquin Budget vs. Actual Expenditures, February 1, 2020 through July 31, 2020
   v. Parent Local Travel & Child Care through July 31, 2020
   vi. Parent Activity Funds through May 31, 2020
   vii. Kern Head Start and early Head Start Non-Federal and In-Kind Report, March 1, 2020 through July 31, 2020
   viii. San Joaquin Early Head Start Non-Federal and In-Kind Report, February 1, 2020 through July 31, 2020

Heather McCarley shared budgetary information across all grants. Content shared for each report included but was not limited to base funds, training & technical assistance funds, parent activity funds including local travel and reimbursement as well as Coronavirus Aid, Relief and Economic Security (CARES) funding. Additional information regarding nonfederal share in-kind reports for both Kern and San Joaquin programs was also shared with the committee. Upon conclusion, a question was posed with regard to the CARES Act funds. It was asked if these

funds are also used for staff training (i.e. teachers, center staff, etc.) Heather shared that these funds have been primarily used for safety equipment, such as facial coverings, personal protective equipment (PPE), cleaning and more. Jerry added that while staff training is an allowable cost using CARES funding, there are quite a bit of training and technical assistance (T&TA) funds available because of the current health situation. There is no staff travel, nor in person conference attendance so very little is being charged to T&TA as we are doing everything in a virtual setting. Therefore, the CARES Act funding is being reserved to pay for the PPE and first aid materials as well as other items. It was shared that there is a significant amount of staff training taking place, adding the Education and Support Services team has done a wonderful job of creating training for staff including a COVID Health Protocol. Motion was made by Nicole Cabe to approve all budget and finance reports as presented; seconded by Andrea Martinez. Motion carried unanimously.

9. <u>Communications</u>

a. Head Start PRE-Report ~ June 2020
b. Mobile Immunization Clinic ~ August 2020 (English/Spanish)
c. Stockton-San Joaquin County Public Library Virtual Events ~ August 2020
d. Policy Council Resignation ~ Rosie Castillo, August 7, 2020
e. Policy Council Resignation ~ Jessica Mendez, August 18, 2020
f. San Joaquin County Virtual Family Day at the Park ~ August 31, 2020 – November 6, 2020
g. Community Connections Virtual Trainings ~ September 2020
h. Books in Motion ~ Kern Dance Alliance
i. Beat the Heat – Kern County Fire Department
j. Be Informed: Know Your Risk During COVID-19 ~ Texas Medical Association
k. Planning Subcommittee Meeting Dates
l. School Readiness Subcommittee Meeting Dates
m. Bylaws Subcommittee Meeting Dates
n. Budget & Finance Subcommittee Meeting Dates
o. Policy Council Meeting Dates

Motion was made by Nicole Cabe to receive and file items (a) through (o).

10. <u>Program Governance Report/Training</u> ~ Lisa Price

Lisa Price thanked members for taking time out of their evening to join the meeting. Adding, with school back in session many parents are now teachers for their children in the virtual environment which can be a challenge, so again their time is truly appreciated. Members were reminded that subcommittee meetings will resume, and flyers are in the Policy Council packet with specific dates. Lisa announced that the Planning Committee will have an additional staff sponsor working with Jerry for the balance of this term. Vanessa Cortez, Administrative Analyst was introduced to the Council as a Planning Committee Staff Sponsor. Vanessa shared that she has been with the agency for approximately seven weeks and is looking forward to being a staff sponsor. She invited members to reach out to her should they have any questions. Lisa shared that due to the current health crisis, there are not a lot of activities taking place however there are still a few events that families can take part in. A flyer was shared with information regarding an upcoming virtual Family Day for San Joaquin residents which includes, reading, interactive projects and more. It was also noted the Kern Dance Alliance has created theatric videos bringing books to life through dance. Additional information, as well as the link to access these dance stories can be found in the packet. It was stated that in this time of COVID there has been a lot of thought given to what it will look like in the recruitment of new members for the 2020-2021 Policy Council. It was noted there are still a few months left during this term, but we are always looking forward and planning ahead. Lisa was excited to share that a Policy Council Parent Interest Survey has been created to determine parent interest in serving on Policy Council. She shared that parents of children enrolled during this program year will be receiving this survey next month via email. She encouraged parents to keep an eye out for the survey and to consider election for the 2020-2021 term. Lisa also shared that all tools necessary for participation in meetings for the new term would be provided to members. In closing, Lisa expressed appreciation for participation to everyone in attendance.

11. **<u>Director's Report (HS/State Child Development)</u> ~ Yolanda Gonzales**
Yolanda thanked members for being part of this virtual meeting. She was impressed and delighted to see such great attendance and was appreciative of the continued support of the Policy Council. In sharing updates, Yolanda stated, full day full year centers opened on July 1, 2020 and on August 14, 2020, part year staff returned. She gave a big shout out to the Education Team and Content Area Specialists' for all of the trainings provided including an overview on the health and safety protocol as well as virtual learning strategies. It was indicated that staff has had an amazing amount of opportunities for training. Services for children started on August 17, 2020 with staff continuing to enroll and recruit families and develop new protocols. Yolanda shared that she is very proud of staff and all they continue to do. Through the CARES Act funding the program has been able to distribute additional PPE supplies and materials to staff such as extra aprons, masks, gloves, thermometers, spray bottles, sanitizer and all they need to implement safety protocols as we are receiving children and creating a safe environment for them. Yolanda stated that we continue to stay up to date with federal state and regulations and guidelines. Also, as new guidelines from public health are received, we are modifying our policies as needed, to ensure that we are sharing this information with staff, keeping them safe as well as our children and families. Yolanda thanked parents for supporting staff and being patient as we go through this together. She also reminded parents that as we continue on in this "new norm" it is important to stay connected and continue to keep an open line of communication with their child's teacher. She also shared how important it is for children to keep a routine and schedule at home, even if receiving virtual services. Some of the way's parents can do this is by having a designated workspace, keeping a consistent schedule, and making sure the child goes to bed early. Yolanda again thanked everyone for their support as we continue to work through COVID-19 and ensure health and safety for everyone. A member statement was made that their child has missed one or two days of class per week due to lack of staffing. A subsequent question was asked about the approach being taken with this situation (closures due to lack of staffing.) Yolanda acknowledged there have been challenges with staffing, as some staff have not returned for various reasons and others have retired. She shared this concern is something she and her team are aware of and are taking a closer look at to see what options and strategies can be taken to alleviate this type of situation. They are taking a new approach and a closer look as to how many children are actually attending classes. Yolanda went on to share there have been instances when only two children are present in a classroom and perhaps three in another (at the same site) with the required three teachers per classroom. She and her team are looking at creating capacities of ten in hopes to eliminate center closures due to lack of staffing. Yolanda added that they will continue to strategize as she knows center closures can be an additional burden on families needing childcare.

12. **<u>Policy Council Chairperson/Announcements</u> ~ Nila Hogan**
Nila Hogan expressed appreciation to Policy Council members for all that they continue to do. Adding, she knows it has been a little hard and exhausting especially now because for anyone with school aged children, classes have begun, and parents are busy with distance learning. Nila also thanked the staff for all that they are doing. She stated things change all the time due to COVID and from what was shared tonight it sounds like things are continuing to change. Nila added, parents who have children enrolled in the program and need childcare, really appreciate staff and all they are doing.

13. **<u>Adjournment</u> ~ Chairperson**
Members were given the opportunity to share a closing comment if so desired. Much appreciation was expressed towards staff and essential workers. Many members expressed support and words of encouragement for each other during this time, noting "we are in this together" and "we'll get through it!" The next Policy Council Meeting will be held on September 22, 2020. Meeting adjourned at 6:08 p.m.

ASOCIACIÓN DE ACCIÓN COMUNITARIA DE KERN
RESUMEN LA JUNTA DEL CONCILIO DE PÓLIZA
25 de agosto, 2020
Número de identificación para Teleconferencia: 411 394 096#
Por Orden Ejecutiva Gubernamental N-25-20

1. **Convocación de reunión**
   Nila Hogan, presidenta llamó la junta al orden a las 5:31 p.m.
   a. Momento de silencio
   b. Lectura de la promesa de Acción Comunitaria
   "*Acción Comunitaria cambia la vida de las personas, encarna el espíritu de esperanza, mejora las comunidades y hace de América un mejor lugar para vivir. Nos preocupamos por la comunidad entera, y estamos dedicados a ayudar a la gente a ayudarse a sí mismos y a los demás*".

2. **Pase de lista/Establecimiento de cuórum**
   Kaylonie Howard, secretaria pasó lista; se estableció cuórum.
   Miembros del Concilio de Póliza presentes: Nila Hogan, Destiny Thompson Butler, Hernán Lozano, Nicole Cabe, Kaylonie Howard, Andrea Martínez, Isabelle Díaz, Isabel Everly, Brittany Dunbar, Jimmie Childress, Blanca Garibay y Ana Vega

3. **Aprobación de agenda** ***ACCIÓN**
   a. Andrea Martínez presentó una propuesta para aprobar la agenda con fecha del 25 de agosto, 2020; Destiny Thompson Butler la secundó. Propuesta aprobada por unanimidad.

4. **Aprobación de minutos** Presidente ***ACCIÓN**
   a. Andrea Martínez presentó una propuesta para aprobar los minutos con fecha del 23 de junio, 2020; esta fue secundada por Kaylonie Howard. Propuesta aprobada por unanimidad.

5. **Presentación de invitados/Foro Público**
   Los siguientes invitados estuvieron presentes: Yolanda Gonzales, directora de Head Start y desarrollo infantil estatal; Jerry Meade, subdirector de Head Start y desarrollo Infantil estatal; Leslie Mitchell, subdirectora de Head Start, desarrollo infantil estatal /educación; Lorraine Casillas, directora de finanzas; Esperanza Contreras, administradora de la asociación; Carolyn Coffey, administradora de educación y servicios de apoyo; Letisha Brooks, administradora del programa; Gloria Barbero, administradora del programa de San Joaquín; Nicole Niño, especialista de compromiso familiar/supervisora de servicios a domicilio; Luz Adams, gerente del programa; Heather McCarley, gerente de finanzas; Lisa Price, coordinadora del programa de gobernanza
   a. *El público que deseé dirigirse al Concilio de Póliza pude hacerlo en este momento.* Sin embargo, el concilio no tomará ninguna acción, solo referirá al personal para su estudio y análisis. ***Los oradores están limitados a cinco minutos cada uno.*** *Si más de una persona desea tocar el mismo tema, se otorgará un total de 10 minutos. Favor de proporcionar su nombre antes de su presentación. Gracias.*
   Ninguno.

6. **Reportes de comités permanentes**
   a. **Comité de Preparación Escolar**
      El Comité de Preparación Escolar reanudará las juntas del subcomité y la próxima reunión se llevará a cabo de manera virtual el 15 de septiembre, 2020. El tema de la junta se enfocará en la Salud y Nutrición. Carolyn Coffey, administradora de educación y servicios de apoyo, proporcionó las actualizaciones, denotando que el equipo de Incorporación ha estado apoyando al personal y a las familias inscritas por medio de llamadas telefónicas y servicios virtuales. Han participado en juntas de IEP en apoyo a los padres. El equipo de participación familiar estará colaborando con las familias para inscribirlas en Ready Baby, aplicación que contiene un sinnúmero de características, incluyendo libros virtuales, así como una amplia colección de estrategias de enseñanza. El equipo de educación ha creado un calendario de aprendizaje virtual, el cual ya se ha enviado a las familias inscritas en Head

Start y reciben ya estos servicios. También se les ha enviado una forma de observación, que se desarrolló para que los padres participen y se asocien en el aprendizaje de sus hijos(as). El programa Head Start obtuvo la aplicación Ignite, que contiene una herramienta que asiste a los padres en el seguimiento del desarrollo de los alumnos, así como también asistirá en la evaluación de estos. Se enfatizó que esta aplicación se puede acceder desde cualquier dispositivo electrónico. También se elaboró un boletín específico para el aprendizaje virtual, el cual se está reproduciendo en español. El boletín cubre una amplia variedad de temas, así como un video de bienvenida realizado por el personal docente. Una vez finalizada la traducción, se enviará a las familias. El equipo de bienestar también ha proporcionado boletines informativos para los maestros y familias. Estos también están realizando juntas semanales de bienestar con el personal. El equipo de salud compró un pulverizador electrostático que nos permite desinfectar las aulas rápidamente. Además, se ha creado un protocolo de salud, siguiendo los reglamentos de la CDC, para proteger a los alumnos y el personal. Todas las áreas de servicios de apoyo están colaborando en un boletín semanal que incluye fotos, videos, enlaces y mucho más. Carolyn informó que el personal del programa se encuentra muy entusiasmado con el boletín y esperan que las familias disfruten de las actividades junto con los niños(as).

b. **Comité de Planeación**
El Comité de Planeación no se reunió este mes, sin embargo, reanudarán las juntas mensuales. La próxima junta se llevará a cabo el 1 de septiembre 2020 por medio de teleconferencia. La información del programa con respecto a la inscripción, informes de la cocina central, el personal y más se puede encontrar en el reporte PRE en la sección de comunicación del paquete del Concilio de Póliza; esta información se recibirá y archivará.

c. **Comité de Presupuesto y Finanzas**
Los reportes de los estados financieros y presupuestos de los subsidios se presentarán, así como se ha venido haciendo en meses anteriores, se presentarán en la junta del Concilio de Póliza para su discusión y aprobación. El comité reanudará las juntas el próximo 15 de septiembre, 2020 a las 5:30 por teleconferencia. La información pertinente, se estará enviando a los miembros antes de la junta.

d. **Comité de Estatutos**
El Comité de Estatutos no se ha reunido desde su junta inicial el mes de febrero. El subcomité reanudará funciones, y la próxima junta se llevará a cabo el 8 de septiembre, 2020 para discutir los cambios actuales del borrador, el cual fue revisado por la administración, y se proporcionaron recomendaciones. Una vez que el subcomité haya finalizado el documento, se presentará al concilio para su aprobación, así como también se remitirá para la aprobación de la Junta Directiva.

7. <u>Presentaciones</u>
Ninguna

8. <u>Nuevos Avisos</u> ***ACCIÓN**

a. **Reportes de Presupuestos y Finanzas ~ Heather McCarley, Gerente de Finanzas**
   i. Presupuesto de Kern Head Start vs. Gastos actuales, 1 de marzo, 2020 hasta el 31 julio, 2020
   ii. Presupuesto de Kern Early Head Start vs. Gastos actuales, 1 de marzo, hasta el 31 de julio, 2020
   iii. Presupuesto de la Asociación de Cuidado Infantil Early Head Start vs Gastos actuales, 1 de marzo hasta el 31 de julio, 2020
   iv. Presupuesto de Early Head Start San Joaquín vs. Gastos actuales, 1 de febrero, 2020 hasta el 31 de julio, 2020
   v. Viajes locales de los padres y cuidado infantil hasta el 31 de julio, 2020
   vi. Fondos de actividades para padres hasta el 31 de julio, 2020
   vii. Reporte de fondos no federales y donaciones internas de Head Start y Early Head Start de Kern 1 de marzo hasta el 31 de julio, 2020.
   viii. Reporte de fondos no federales y donaciones internas de Early Head Start de San Joaquín, 1 de febrero hasta el 31 de julio, 2020

Heather McCarley compartió información presupuestaria de todos los subsidios. La información para cada informe incluía pero no se limitaba a los fondos base, fondos para capacitación y asistencia técnica, así como los fondos de actividades para los padres, incluyendo los viajes locales y reembolsos; así como los fondos otorgados por el acta (CARES), Financiamiento de Ayuda, alivio y seguridad económica por el coronavirus. También se informó al comité sobre los fondos no federales y

donaciones para los programas de ambos condados (Kern y San Joaquín). Al concluir, se presentó una pregunta con respecto a los fondos del acta CARES. Se cuestionó si estos fondos también se utilizan para la capacitación del personal (profesores, personal del centro, etc.) Heather compartió que estos fondos se han utilizado principalmente para equipos de seguridad, como cubiertas faciales, equipos de protección personal (EPP), limpieza y mucho más. Jerry agregó que, aunque la capacitación de personal es un costo permisible para los fondos de CARES, existen fondos suficientes para la capacitación y asistencia técnica (T & TA), se cuenta con suficientes fondos en existencia debido a las condiciones actuales de salud. No se aprobará la asistencia en persona a ninguna conferencia, así como las autorizaciones para viajes también se encuentran suspendidas, todas estas capacitaciones se están efectuando de manera virtual. Por lo tanto, los fondos proporcionados por el Acta CARES, se han reservado para materiales de primeros auxilios y el EPP, así como otros artículos. También se informó que se está llevando una vasta serie de capacitaciones para el personal, incluyendo un Protocolo de Salud para COVID. Nicole Cabe, presentó una moción para aprobar todos los reportes de presupuestos y finanzas que se presentaron, Andrea Martínez la secundó. La moción se aprobó por unanimidad.

9. <u>Comunicaciones</u>

a. Reporte PRE de Head Start ~ junio 2020
b. Clínica de vacunación móvil ~ agosto 2020 (inglés/español)
c. Eventos virtuales de la biblioteca del condado de Stockton- San Joaquín ~ agosto 2020
d. Renuncia al Concilio de Póliza ~ Rosie Castillo, 7 de agosto, 2020
e. Renuncia al Concilio de Póliza ~ Jessica Méndez, 18 de agosto, 2020
f. Día virtual en el parque para la familia, condado de San Joaquín ~ 31 de agosto al 6 de noviembre, 2020
g. Capacitación Virtual de Conexiones Comunitarias ~ septiembre 2020
h. Libros en movimiento ~ Alianza de baile de Kern
i. Combata el calor – Departamento de bomberos del condado de Kern
j. Manténgase informado: Conozca los riesgos durante la pandemia de COVID-19 ~ Asociación Médica de Texas
k. Fechas de juntas del subcomité de planeación
l. Fechas de juntas del subcomité de preparación escolar
m. Fechas de juntas del subcomité de estatutos
n. Fechas de juntas del subcomité de presupuesto y finanzas
o. Fechas de juntas del concilio de póliza

Nicole Cabe presentó una moción para recibir y archivar los componentes marcados de la (a) hasta la (o).

10. <u>Reporte del programa de Gobernanza/Capacitación</u> ~ Lisa Price

Lisa Price agradeció a todos por asistir a la reunión. Añadió, que, con el regreso a clases, muchos padres se han convertido en los maestros de sus hijos(as) en el ambiente virtual, que también puede resultar desafiante, de igual manera agradeció el tiempo que se toman para asistir a la junta. Se les recordó a los miembros que las reuniones para todos los subcomités se reanudarán y los horarios de estas se encuentran adjuntos en el paquete del Concilio de Póliza de este mes. Lisa anunció, que se ha añadido un empleado patrocinador al subcomité de planeación; Vanessa Cortez, analista administrativa, quien estará colaborando con Jerry hasta el final de este periodo del concilio. Vanessa informó que, a la fecha, lleva siete semanas dentro de la agencia y está entusiasmada por convertirse en el próximo líder del subcomité de planeación. Agregó que está a disponibilidad de los miembros en caso de cualquier pregunta. Lisa explicó que, debido a la actual crisis de salud, no existe una amplia variedad de actividades, pero existen un par de eventos en los que las familias pueden participar. Se compartió información sobre el día virtual para la familia en el condado de San Joaquín, entre las actividades programadas hay talleres de lectura, proyectos interactivos y mucho más. También se hizo hincapié en la presentación de videos teatrales que dan vida a los libros a través del baile, esta actividad está patrocinada por la Alianza de baile de Kern. En el paquete de concilio se proporciona el enlace para acceder a estos videos, así como información adicional sobre el evento. Durante esta crisis de COVID, se ha trabajado mucho en diferentes estrategias para el reclutamiento de nuevos miembros para el ciclo 2020-2021 del Concilio de Póliza. Se enfatizó que

todavía quedan un par de meses para este ciclo, pero siempre nos encontramos a la vanguardia para planear a futuro. Lisa estaba entusiasmada en informar a los miembros que se ha creado una encuesta de interés para participar en el Concilio de Póliza. Lisa agregó que los padres de los alumnos inscritos durante este año escolar recibirán esta encuesta por correo electrónico. Animó a los presentes a prestar atención al correo con la encuesta y tomar en consideración las elecciones para el ciclo 2020-2021. También se informó que se proporcionarán las herramientas necesarias para propiciar la participación de los miembros en las reuniones para el nuevo período. Para concluir, Lisa agradeció la participación de todos los asistentes.

11. **Reporte de la Directora (HS/Desarrollo Infantil Estatal) ~ Yolanda Gonzales**
Yolanda agradecido a los miembros por su participación en esta junta virtual. Estaba impresionada con la basta asistencia y expresó su aprecio por el continuo apoyo del Concilio de Póliza. Paso a informar de los cambios más recientes que han ocurrido; inició con la apertura de los centros de tiempo completo el 1 de julio, 2020 agregando que todo el personal de medio año retornó a sus labores el 14 de agosto del presente año. Reconoció con mucho agradecimiento al equipo de educación, así como los especialistas de áreas de contenido; por todas las capacitaciones que proporcionaron, incluyendo una descripción general del protocolo de salud y seguridad, así como estrategias para el aprendizaje virtual. Se enfatizó que el personal tuvo una amplia gama de oportunidades para participar en capacitaciones. Los servicios para los alumnos iniciaron el 17 de agosto, y el personal del departamento de inscripciones, continúa trabajando arduamente en el reclutamiento e inscripción de familias, así como en el desarrollo de nuevos protocolos. Yolanda expresó su profundo orgullo por todas las labores que el personal desarrolla y continúa desarrollando. A través de los fondos que proporciona el Acta CARES, el programa ha podido distribuir suministros de equipo de protección personal o EPP, así como delantales, cubre bocas, guantes, termómetros, botellas rociadoras, desinfectantes y todo lo necesario para implementar los protocolos de seguridad que se necesitan para ofrecer un ambiente de seguridad para los niños(as). Yolanda agregó que nos mantenemos a la vanguardia respecto a las normas estatales y federales. También se recibieron nuevas normas del departamento de salud pública, y continuamos modificando nuestros reglamentos de acuerdo con estas normas, así como también nos aseguramos de mantener constante comunicación con el personal respecto a estas, para mantenerlos seguros tanto a ellos como a los alumnos(as) y sus familias. Yolanda también agradeció el apoyo y paciencia de los padres para el personal mientras continuamos con estas constantes transiciones juntas, también les recordó que mientras seguimos experimentando esta "nueva normalidad", es importante mantener la conexión y comunicación con los maestros de sus hijos(as). También enfatizó que la importancia de mantener un horario y rutina constantes en casa, aun si están recibiendo servicios virtuales. Existen muchas formas de lograr estos objetivos, primero teniendo un área designada, un horario consistente, así como asegurarse de que también existe un horario para dormir temprano. La Sra. Gonzales agradeció nuevamente a todos por su apoyo y continuo esfuerzo durante la pandemia de COVID-19, y también las medidas de precaución que se han tomado para asegurar la salud y seguridad de todos. Uno de los miembros comentó que su hijo(a), no había asistido uno o dos días de clases debido a la falta de personal en el centro al que asiste. Este comentario generó una pregunta subsecuente en referencia a las clausuras de centros por falta de personal docente, y las medidas que se están tomando respecto a este problema. Yolanda reconoció que el programa ha enfrentado bastantes desafíos respecto a este problema, y explicó que esto ha ocurrido por diversos motivos, así como la jubilación de varios empleados. Explicó que tanto ella como su equipo se encuentran trabajando arduamente para corregir esta situación. Están analizando y examinando muy de cerca el número de alumnos que asisten a clases, agregó que ha habido ocasiones en las que sólo dos niños se presentan a clases en un salón y tres en otro en el mismo centro con tres maestros por cada salón. Ella y su equipo están trabajando en crear salones con capacidad para diez personas, esto con el fin de eliminar la clausura de centros debido a la falta de personal. Yolanda agregó que continuarán elaborando estrategias, ya que sabe que la clausura de los centros representa una carga adicional para las familias que dependen del cuidado infantil.

12. **Avisos de la presidenta del Concilio de Póliza ~ Nila Hogan**
Nila Hogan agradeció a todos los presentes por su continuo apoyo al concilio de póliza Agregó que hoy en día es más difícil y agotador para cualquier persona que tenga niños en edad escolar y con el inicio de clases, el tiempo de los padres es más absorbente con el aprendizaje virtual. Nila también expresó su

agradecimiento al todo el personal por todo lo logrado. Enfatizó que todo lleva un cambio constante debido a COVID y con la información que se compartió esta noche, parece ser que la situación continuará cambiando. Nila agregó que los padres que tienen alumnos inscritos en el programa que necesitan cuidado infantil, realmente aprecian todos los esfuerzos que el personal está haciendo para continuar con el funcionamiento del programa.

13. **<u>Conclusión</u> ~ Presidenta**
    A la conclusión de la junta, se dio la oportunidad a los participantes para compartir algún comentario adicional, muchos de ellos expresaron su aprecio por los empleados y trabajadores esenciales. Muchos expresaron muestras y palabras de aliento para todos durante esta época, enfatizando que "todos estamos juntos en esto" y "lo superaremos". La próxima junta del Concilio de Póliza está programada para el 22 de septiembre, 2020. La reunión concluyó a las 6:08 p.m.

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Policy Council

From: Jerry Meade, Assistant Director - Programs

Date: September 22, 2020

Subject: Early Head Start – San Joaquin
Application for Continued Funding of Early Head Start San Joaquin – **Action Item**

Head Start is requesting approval to submit an application for 2021-2022 funding of the Early Head Start (EHS) San Joaquin grant #09CH011406.

The EHS San Joaquin application to be submitted will describe the program design, goals and objectives, approach to delivery, and the budget for the funding period 02/01/2021 – 1/31/2022. Our attachments to this action item include our goals and objectives and a summary of our refunding application. Both items have been reviewed and approved by Gloria Barbero, EHS San Joaquin Program Administrator.

The funding levels for the 12-month period 02/01/2021 through 01/31/2022 are:

- $5,489,094 for program operations;
- $119,175 for training and technical assistance.

Recommendation

Staff recommends the Policy Council approve the submission of the application for continued funding of Early Head Start San Joaquin 09CH0111406 for the 2021-2022 budget period.

Attachments:
2020 SJC Program Goals and Objectives
2021-2022 Budget Detail

Early Head Start San Joaquin
2020 Program Goals and Objectives

Goal I **Consistency of Process/Systems:** To streamline program delivery and management systems to fully embrace technology and data collection processes.			
EHS SJC Measurable Objectives/ Outcomes	**Objectives**	**Progress**	**Challenges**
	Objective A: Prior to June of 2020, evaluate data collection process for all service areas, identify gaps, and revise written procedures.	An evaluation of current data collection methods indicated three areas of opportunity in which paper-based processes could be discontinued. The finding resulted in a move to document and store child reviews and classroom monitoring processes on ChildPlus. To further leverage the technology within ChildPlus, staff will now utilize the immunization tracking application to receive the reminders it provides, strengthening our ability to collect data in a timely manner.	**N/A**
	Objective B: Prior to June 2021, develop and pilot data monitoring system to effectively ensure quality data is collected accurately.	ACORN and Tableau, data monitoring systems, have been researched and demoed. Both systems contain an infrastructure that simplifies data sharing/data aggregation across software systems.	Due to the COVID-19 pandemic, there have been delays in electing and implementing a system to utilize in our pilot program. We will continue to develop policies and procedures with a data driven framework in the interim.
	Objective C: Prior to June 2022, evaluate efficiencies of data collection and staff workflow to streamline processes effectively. Make any needed revisions to procedures.	**N/A**	**N/A**

Early Head Start San Joaquin
2020 Program Goals and Objectives

Goal II **Program Infrastructure:** Establish standards of practice for facility development, mitigating risk, community collaborations and data driven responses to service delivery.			
EHS SJC Measurable Objectives/Outcomes	**Objectives**	**Progress**	**Challenges**
	Objective A: Monitor facilities and support a risk management plan with the use of the Health and Safety screening tool, to build a level of quality to CAPK Standards of Excellence.	In the Fall of 2019, CAPK conducted an evaluation of the Health and Safety screening tool's data collection process. Findings encouraged monitoring of the tool's fidelity in design and utilization. Guidance offered continues to encourage a strong and cohesive application of the Health and Safety Screening tool across the service area.	**N/A**
	Objective B: With the use of internal monitoring, establish a culture of active supervision within all centers and socialization	Implementing and refining the data collection process has improved the culture of active supervision and discussions on standardized regulations.	**N/A**
	Objective C: By June 2020, the program will establish a consistent system of Emergency/ Disaster Preparedness for all centers, home based participants and staff	A risk assessment was completed for each center to identify possible threats. As a result, six different disaster drills have been put into practice for all children, staff, and administration. Two drills will occur monthly on a routine basis. The drills will help ensure that staff is well versed on the actions required to safeguard the health and wellbeing of children and adults. Additionally, each classroom received a lightweight mobile container to store water and food, as well as an Emergency Disaster Preparedness Binder.	**N/A**

Goal III **Employee Competency and Behaviors:** Strategically align workforce development to build a proficient team with succession planning that promotes longevity			
EHS SJC	**Objectives**	**Progress**	**Challenges**

Measurable Objectives/Outcomes	**Objective A:** Develop plans of action for center and home-based options to build a succession plan workforce for qualified EHS Teachers and EHS Home Based Educators.	SJC Job Descriptions have been revised and approved by Board of Directors. Additionally, SJC Organization Chart has been revised to ensure supervision flow supports a proficient team.	**N/A**
	Objective B: By June 2021**,** establish a community collaborative to partner within the community to grow an ECE workforce throughout the community.	Communication with community-based partners has been initiated to grow the ECE workforce. The Program for Infant and Toddler Care continues to provide unit courses and coaching to SJC teaching staff.	**N/A**
	Objective C: Throughout the grant cycle, offer opportunities to entry level staff to acquire education requirement through CDA credentialing program for Home Based and Center Based staff.	**N/A**	**N/A**
Goal IV **School Readiness:** Increase families and staff capacity to support children's school readiness			
EHS SJC Measurable Objectives/Outcomes	**Objectives**	**Progress**	**Challenges**
	Objective A: 80% of the families serviced annually will indicate knowledge of the pyramid model activities they can implement with	A San Joaquin Pyramid Model Leadership Team has been established and is comprised of parents and staff at all levels. Parents receive information on social emotional learning theories that include videos and home-based activities. Parents also have an opportunity to discuss these concepts further during monthly meetings and work with staff in	**N/A**

	their children at home.	developing behavior-based plans if their child exhibits challenging behaviors.	
	Objective B: 80% of Teachers and Home-Based Educators will implement social emotional literacy in the classrooms and during Home Visits annually.	**N/A**	**N/A**
	Objective C: 90% of Teachers and Home Base Educators have the knowledge and skills to implement the pyramid model strategies in their instruction annually	99% of Teachers and Home-Based Educators have completed the Infant/Toddler pyramid modules. Coaching on the pyramid modules ensures that staff members have the knowledge/skillset to integrate activities into the curriculum and guide families in home-based pyramid activities.	**N/A**

EARLY HEAD START
San Joaquin County
2021-2022 BUDGET DETAIL

BUDGETED EXPENDITURES

	2020-2021	2021-2022	VARIANCE	Comments
PERSONNEL	**3,846,470**	**4,790,584**	**944,114**	Variance is due to COLA and 10 new positions
FRINGE BENEFITS	**1,169,530**	**1,374,281**	**204,751**	Variance is due to COLA and 10 new positions
TRAVEL	**8,675**	**3,260**	**(5,415)**	Variance is due to a projected reduction in out of state travel
EQUIPMENT	**-**	**45,000**	**45,000**	A vehicle will be purchased to support Maintenance Technicians
SUPPLIES				
Office Supplies	11,000	11,000	-	
Child and Family Services Supplies	75,525	80,720	**5,195**	Budget increased to support the full-year schedule and longer days of service
Food Services Supplies	6,500	6,500	-	
Other Supplies (e.g. janitorial, training)	38,815	38,815	-	
TOTAL SUPPLIES	**131,840**	**137,035**	**5,195**	
CONTRACTUAL				
Administrative Services	1,300	1,300	-	
Training & Technical Assistance	7,345	7,345	-	
Other Contracts	9,300	8,200	**(1,100)**	Ending the contract with Learning Genie
TOTAL CONTRACTUAL	**17,945**	**16,845**	**(1,100)**	
OTHER				
Rent	229,218	241,390	**12,172**	Budget increased to support the annual inflation of cost
Utilities, Telephone	133,975	133,975	-	
Building & Child Liability Insurance	12,000	12,000	-	
Building Maintenance/Repair	167,546	83,727	**(83,819)**	Adjusted to mirror historical data on building and maintenance repairs
Nutrition Services	230,032	288,145	**58,113**	Variance reflects a higher more conversative projected vacancy rate
Child Services Consultants	5,000	5,000	-	
Parent Services	1,715	1,715	-	
Publications/Advertising/Printing	3,970	3,970	-	
Training or Staff Development	49,836	19,301	**(30,535)**	Variance is due to a reduction in state-based travel
Other	103,027	111,855	**8,828**	Adjusted based on mileage reimbursement and vehicle gasoline projections
TOTAL OTHER	**936,319**	**901,078**	**(35,241)**	
INDIRECT	**489,005**	**689,372**	**200,367**	Variance is due to equipment purchase (vehicle) and the increase in rental costs
BUDGETED EXPENDITURES	**6,599,784**	**7,957,455**	**1,357,671**	

REVENUES

STATE & FEDERAL REVENUES	2020-2021 BUDGET	2020-2021 BUDGET REVISED	VARIANCE increase (decrease)	Comments
Early Head Start Operations	5,489,094	5,489,094	-	
Early Head Start Training & Technical Assistance	119,175	119,175	-	
Child & Adult Care Food Program	144,527	177,633	33,106	Increased based on prior year actual
San Joaquin County of Education	846,988	2,171,553	1,324,565	Variance is due to COLA and 10 new positions

TOTAL STATE & FEDERAL REVENUES	**6,599,784**	**7,957,455**	**1,357,671**

SUMMARY - 2020-2021

TOTAL REVENUES	7,957,455
TOTAL BUDGETED EXPENDITURES	7,957,455
DIFFERENCE	**-**

ESTIMATED HS/EHS ADMINISTRATIVE COST RATE: **11.69%**

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council

From: Heather McCarley, Finance Manager

Subject: Head Start - Kern
Budget to Actual Report for the Period Ended August 31, 2020 – Info Item

Date: September 15, 2020

The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year project period. The second-year budget period is March 1, 2020 through February 28, 2021.

The following are highlights of the Kern Head Start Budget to Actual Report for the period March 1, 2020 through August 31, 2020. Six months (50.00%) of the twelve-month budget period have elapsed.

Base Funds
Overall expenditures are at 39% of the budget, which is on trend with expenditures at this point in the prior budget period.

Training & Technical Assistance Funds
Overall expenditures are at 27% of the budget.

COVID Cares Funds
Overall expenditures are at 11% of the budget.

Non-Federal Share (Head Start and Early Head Start Combined)
Non-Federal share is at 54% of the budget.

Community Action Partnership of Kern
Head Start - Kern
Budget to Actual Report
Budget Period: March 1, 2020 - February 28, 2021
Report Period: March 1, 2020 - August 31, 2020
Month 6 of 12 (50.00%)

Prepared 9/14/2020

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	9,818,776	3,164,351	6,654,425	32%	68%
FRINGE BENEFITS	3,060,914	1,147,432	1,913,482	37%	63%
TRAVEL	0	0	0		
EQUIPMENT	0	0	0		
SUPPLIES	544,252	426,862	117,390	78%	22%
CONTRACTUAL	110,999	75,215	35,784	68%	32%
CONSTRUCTION	0	0	0		
OTHER	2,688,652	1,489,930	1,198,722	55%	45%
INDIRECT	1,561,956	630,379	931,577	40%	60%
TOTAL BASE FUNDING	**17,785,549**	**6,934,169**	**10,851,380**	**39%**	**61%**

TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	45,136	2,035	43,101	5%	95%
SUPPLIES	23,986	2,183	21,803	9%	91%
CONTRACTUAL	10,005	0	10,005	0%	100%
OTHER	82,315	38,852	43,463	47%	53%
INDIRECT	16,144	4,307	11,837	27%	73%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**177,586**	**47,377**	**130,209**	**27%**	**73%**

COVID CARES					
SUPPLIES	631,304	73,365	557,939		
OTHER	420,869	45,568	375,301		
INDIRECT	105,217	11,896	93,321		
TOTAL COVID CARES	**1,157,390**	**130,829**	**1,026,561**	**11%**	**89%**

GRAND TOTAL HS FEDERAL FUNDS	**19,120,525**	**7,146,927**	**11,973,598**	**37%**	**63%**

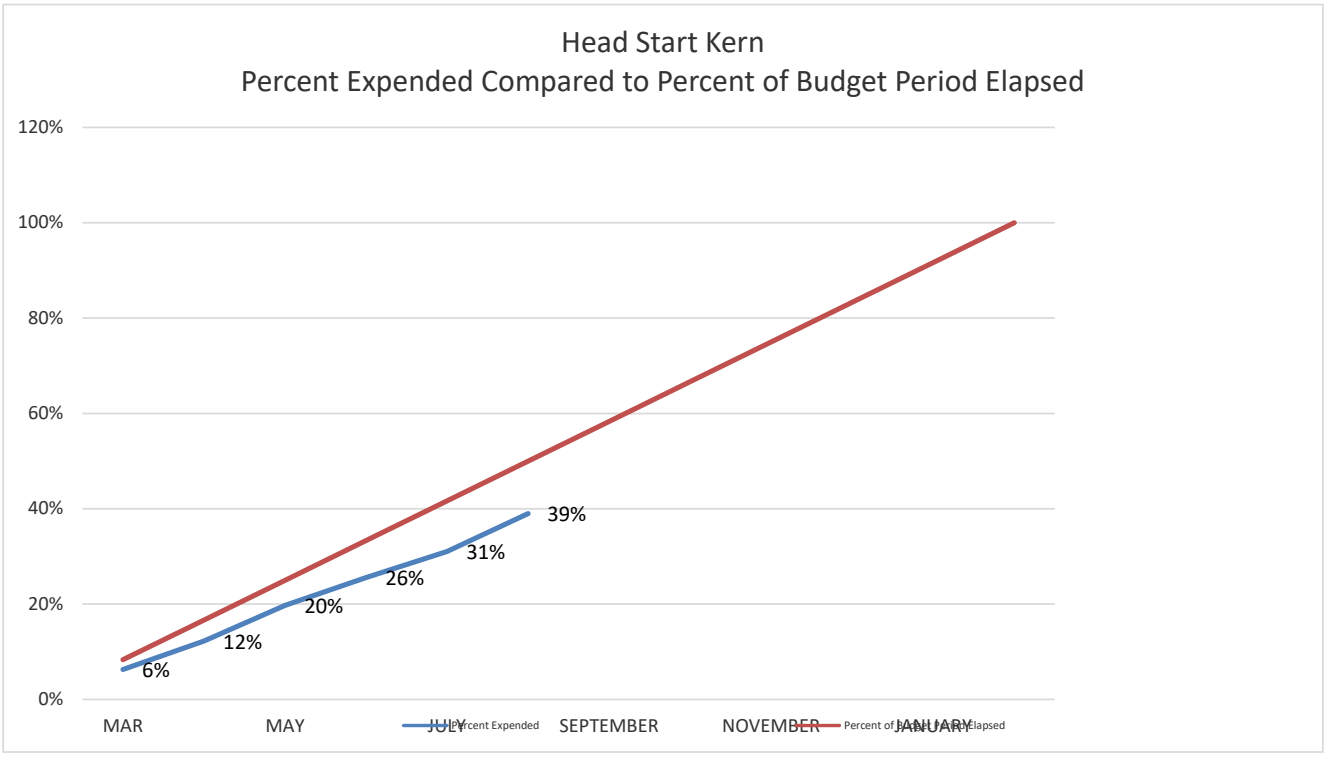
HEAD START and EARLY HEAD START KERN NON-FEDERAL SHARE

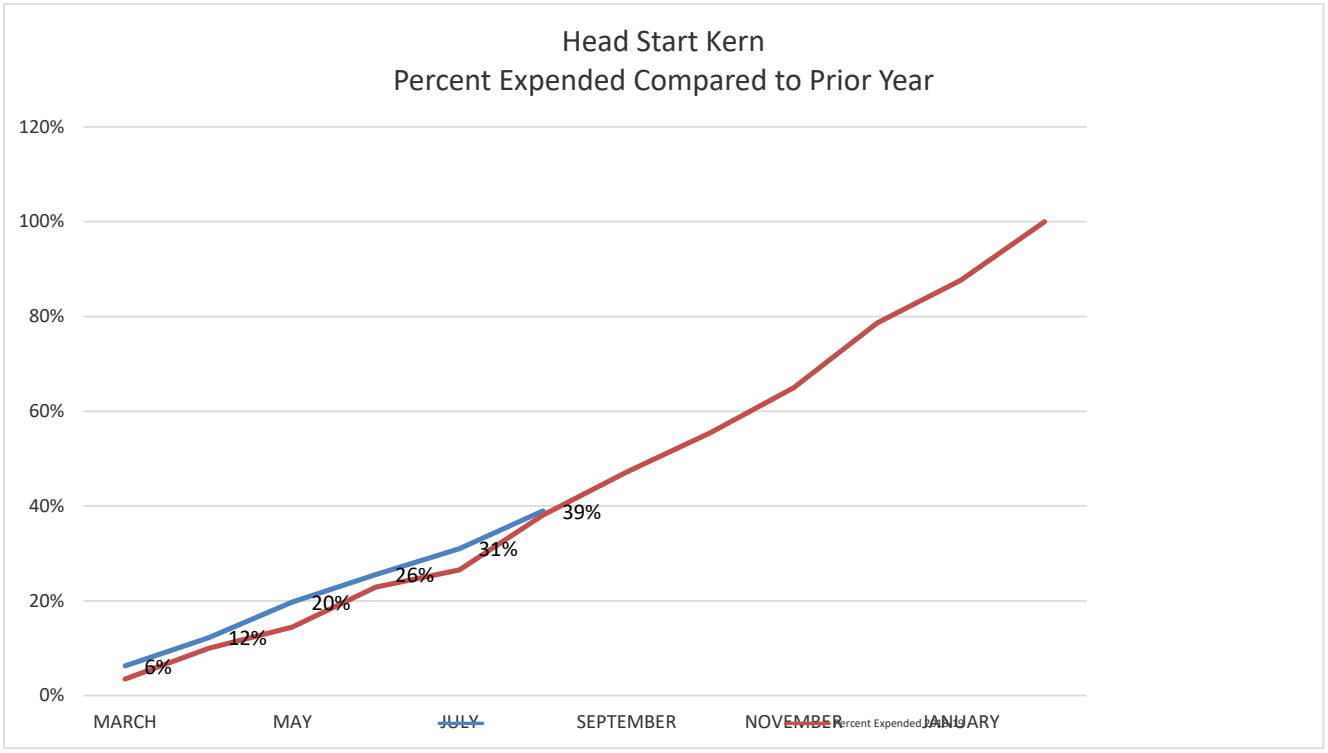
SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,567,638	134,003	1,433,635	9%	91%
CALIF DEPT OF ED	5,130,608	3,513,069	1,617,539	68%	32%
TOTAL NON-FEDERAL	**6,698,246**	**3,647,072**	**3,051,174**	**54%**	**46%**

Budget reflects Notice of Award #09CH011132-02-01
Actual expenditures include posted expenditures and estimated adjustments through 8/31/2020
Administrative Cost for HS and EHS Kern **7.2%**

Agency-Wide Credit Card Report

	CURRENT	1 TO 30	31 TO 60	61 TO 90	TOTAL	STATEMENT DATE
Wells Fargo	16,945				**16,945**	9/1/2020
Lowe's	5,843				**5,843**	8/25/2020
Smart & Final	242				**242**	9/1/2020
Save Mart	1,368				**1,368**	9/1/2020
Chevron & Texaco Business Card	6,062				**6,062**	9/6/2020
Home Depot	8,219				**8,219**	9/4/2020
	38,678	**0**	**0**	**0**	**38,679**	


Head Start Kern
Percent Expended Compared to Percent of Budget Period Elapsed
120%
100%
80%
60%
40%
20%
0%
6%
12%
20%
26%
31%
39%
MAR
MAY
JULY
SEPTEMBER
NOVEMBER
JANUARY
Percent Expended
Percent of Budget Period Elapsed


Head Start Kern
Percent Expended Compared to Prior Year
120%
100%
80%
60%
40%
20%
0%
6%
12%
20%
26%
31%
39%
MARCH
MAY
JULY
SEPTEMBER
NOVEMBER
JANUARY
Percent Expended Prior Year

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council

From: Heather McCarley, Finance Manager

Subject: Early Head Start – Kern
Budget to Actual Report for the Period Ended August 31, 2020 – Info Item

Date: September 15, 2020

The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year project period. The second-year budget period is March 1, 2020 through February 28, 2021.

The following are highlights of the Kern Head Start Budget to Actual Report for the period March 1, 2020 through August 31, 2020. Six months (50.00%) of the twelve-month budget period have elapsed.

Base Funds
Overall expenditures are at 39% of the budget, which is on trend with expenditures at this point in the prior budget period.

Training & Technical Assistance Funds
Overall expenditures are at 24% of the budget.

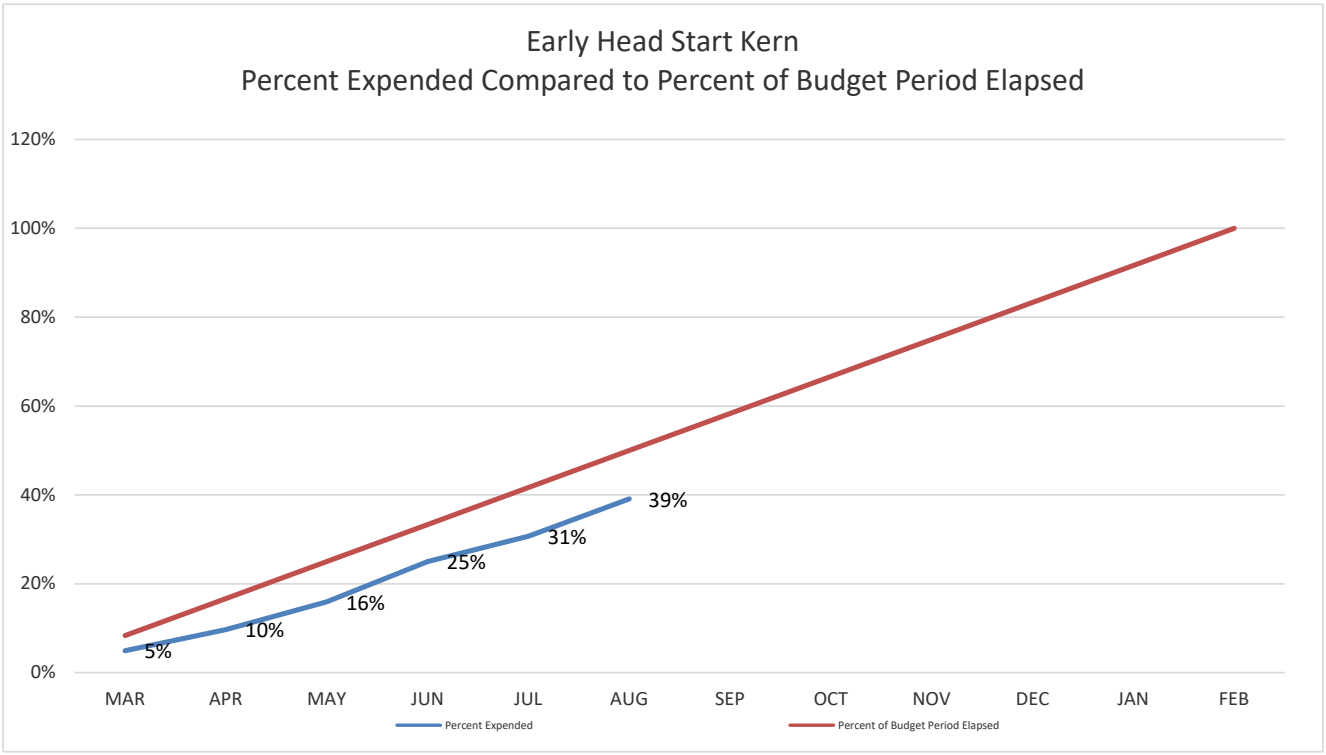
COVID Cares Funds
Overall expenditures are at 13% of the budget.

Community Action Partnership of Kern
Early Head Start - Kern
Budget to Actual Report
Budget Period: March 1, 2020 - February 28, 2021
Report Period: March 1, 2020 - August 31, 2020
Month 6 of 12 (50.00%)

Prepared 9/14/2020

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	4,462,290	1,895,985	2,566,305	42%	58%
FRINGE BENEFITS	1,659,459	539,887	1,119,572	33%	67%
TRAVEL	0	0	0		
EQUIPMENT	0	0	0		
SUPPLIES	390,472	191,400	199,072	49%	51%
CONTRACTUAL	37,099	20,861	16,238	56%	44%
CONSTRUCTION	610,998	0	610,998		
OTHER	953,456	519,685	433,771	55%	45%
INDIRECT	799,530	316,782	482,748	40%	60%
TOTAL BASE FUNDING	**8,913,304**	**3,484,599**	**5,428,705**	**39%**	**61%**
TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	36,140	843	35,297	2%	98%
SUPPLIES	6,807	921	5,886	14%	86%
CONTRACTUAL	7,169	4,543	2,626	63%	37%
OTHER	103,144	29,966	73,178	29%	71%
INDIRECT	15,326	3,627	11,699	24%	76%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**168,586**	**39,900**	**128,686**	**24%**	**76%**
COVID CARES					
SUPPLIES	213,789	21,856	191,933	10%	90%
OTHER	142,527	23,841	118,686	17%	83%
INDIRECT	35,632	4,595	31,037		
TOTAL COVID CARES	**391,948**	**50,292**	**341,656**	**13%**	**87%**
GRAND TOTAL EHS FEDERAL FUNDS	**9,473,838**	**3,588,558**	**5,885,280**	**38%**	**62%**

Budget reflects Notice of Award #09CH011132-02-01
Actual expenditures include posted expenditures and estimated adjustments through 8/31/2020


Early Head Start Kern
Percent Expended Compared to Percent of Budget Period Elapsed
120%
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60%
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DEC
JAN
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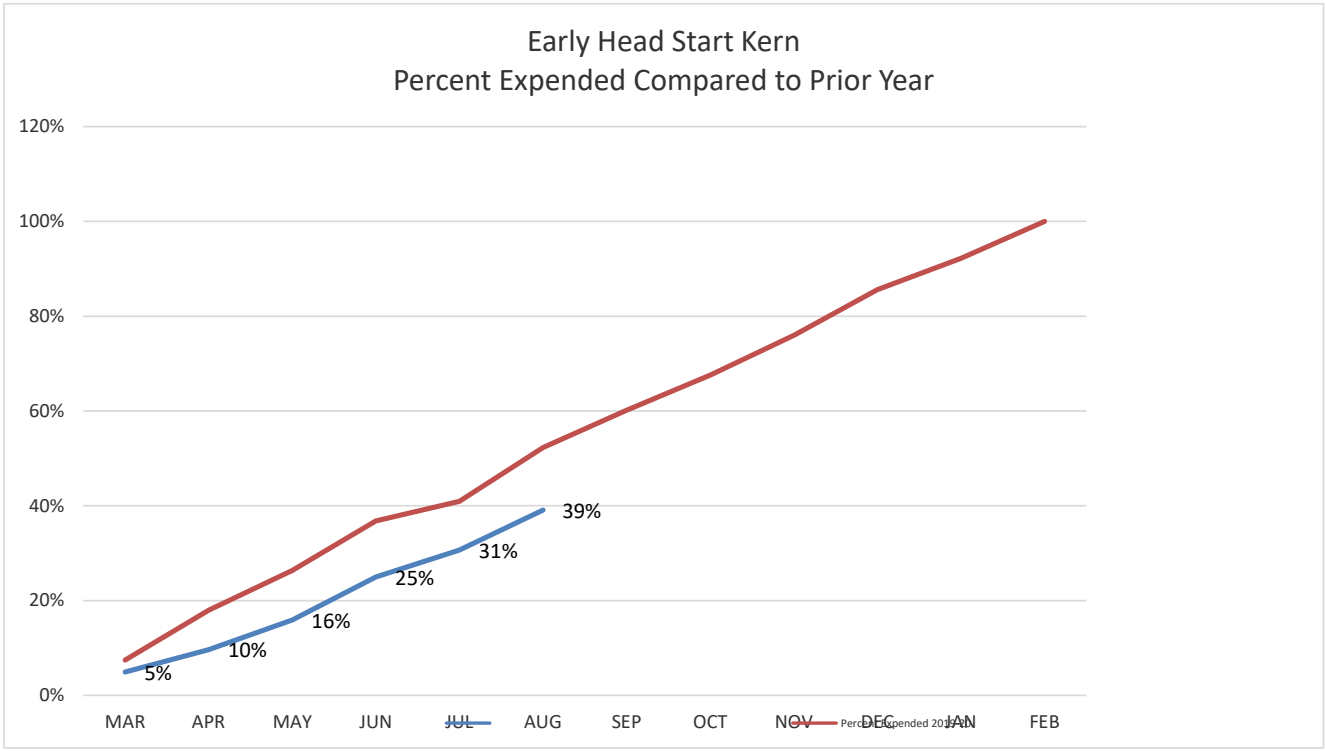
5%
10%
16%
25%
31%
39%
Percent Expended
Percent of Budget Period Elapsed


Early Head Start Kern
Percent Expended Compared to Prior Year
120%
100%
80%
60%
40%
20%
0%
MAR
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JUN
JUL
AUG
SEP
OCT
NOV
DEC
JAN
FEB
5%
10%
16%
25%
31%
39%

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council

From: Heather McCarley, Finance Manager

Subject: Early Head Start – San Joaquin
Budget to Actual Report for the Period Ended August 31, 2020 – Info Item

Date: September 15, 2020

The following are highlights of the San Joaquin Early Head Start Budget to Actual Report for the period February 1, 2020 through August 31, 2020. Seven months (58.33%) of the 12-month budget period have elapsed.

Base Funds
Overall expenditures are at 52% of the budget, which is on trend compared to last year at this time.

Training & Technical Assistance Funds
Overall expenditures are at 29% of the budget. The combined personnel and fringe benefits expenses are at 38% of the budget.

COVID Cares
Overall expenditures are at 17% of the budget.

Non-Federal Share
Non-Federal share is at 9% of the budget.

Community Action Partnership of Kern

Early Head Start - San Joaquin County

Budget to Actual Report

Budget Period: February 1, 2020 - January 31, 2021

Report Period: February 1, 2020 - August 31, 2020

Month 7 of 12 (58.33%)

Prepared 9/10/2020

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	3,173,727	1,725,489	1,448,238	54%	46%
FRINGE BENEFITS	959,615	471,854	487,761	49%	51%
TRAVEL	0	0	0	#DIV/0!	#DIV/0!
SUPPLIES	125,025	123,631	1,394	99%	1%
CONTRACTUAL	10,600	8,773	1,827	83%	17%
OTHER	741,956	274,464	467,492	37%	63%
INDIRECT	478,171	247,275	230,896	52%	48%
TOTAL	**5,489,094**	**2,851,486**	**2,637,608**	**52%**	**48%**

TRAINING & TECHNICAL ASSISTANCE FUNDS					
PERSONNEL	21,912	9,675	12,237	44%	56%
FRINGE BENEFITS	13,758	4,338	9,420	32%	68%
TRAVEL	18,226	0	18,226	0%	100%
SUPPLIES	6,815	469	6,346	7%	93%
CONTRACTUAL	3,845	0	3,845	0%	100%
OTHER	43,785	16,945	26,840	39%	61%
INDIRECT	10,834	3,143	7,691	29%	71%
TOTAL	**119,175**	**34,570**	**84,605**	**29%**	**71%**

COVID CARES					
SUPPLIES	187,546	39,927	147,619	21%	79%
OTHER	62,515	3,335	59,180	5%	95%
INDIRECT	25,006	4,061	20,945	16%	84%
TOTAL	**275,067**	**47,323**	**227,744**	**17%**	**83%**

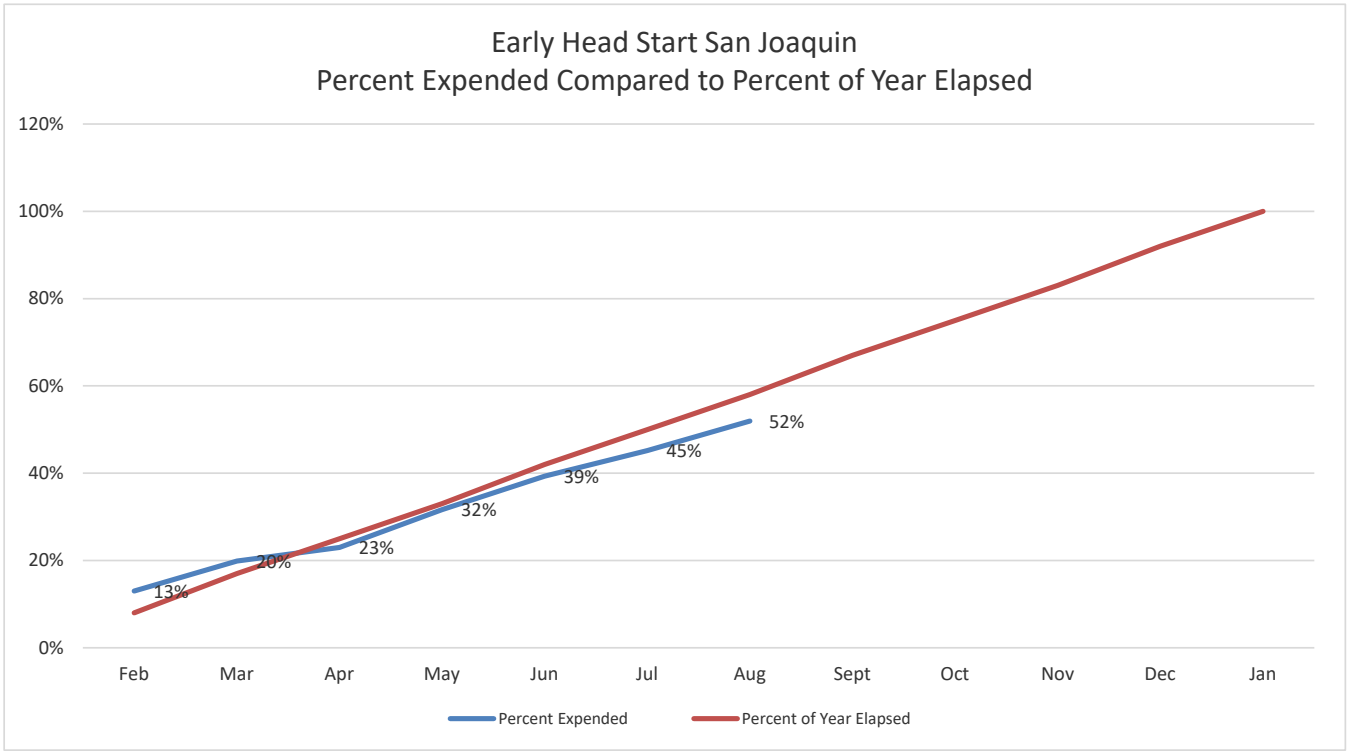
GRAND TOTAL EHS FEDERAL FUNDS	**5,883,336**	**2,933,379**	**2,949,957**	**50%**	**50%**

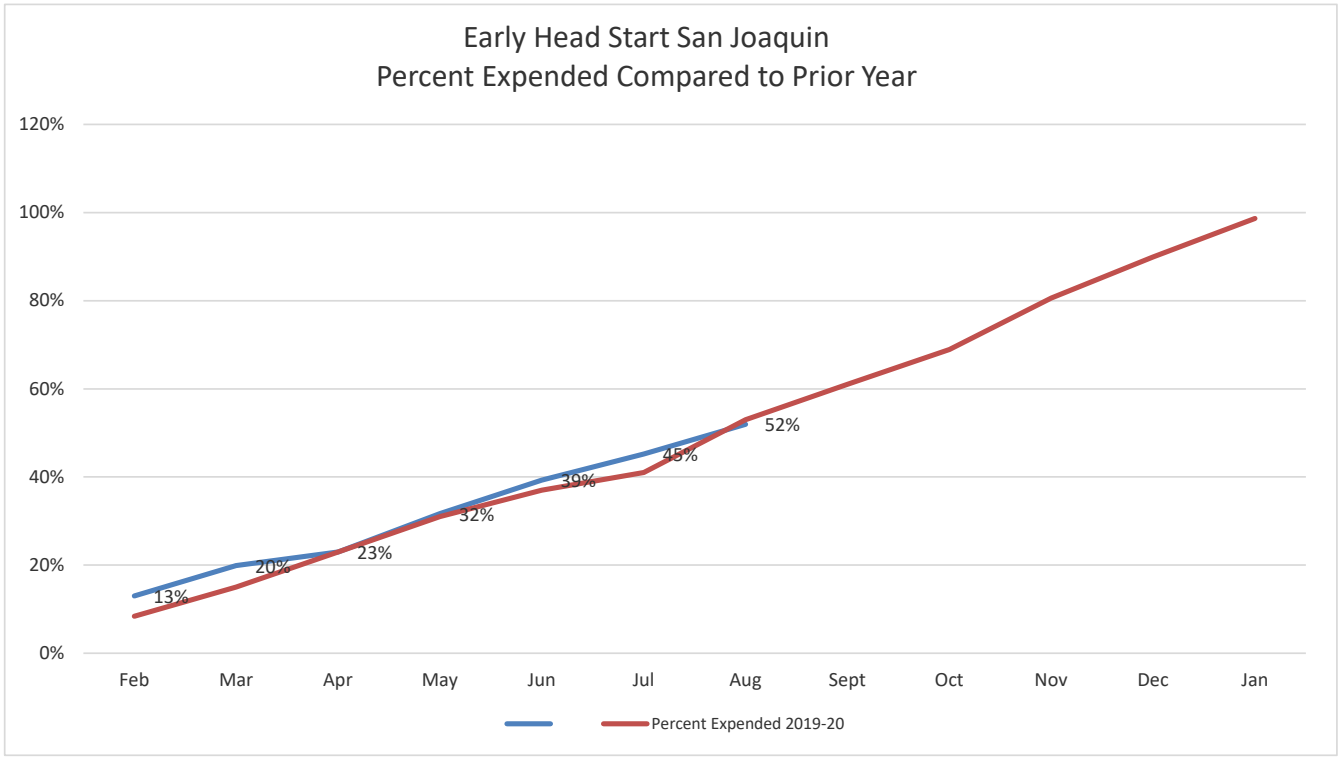
NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,347,082	120,181	1,226,901	9%	91%
TOTAL NON-FEDERAL FUNDS	**1,347,082**	**120,181**	**1,226,901**	**9%**	**91%**

Centralized Administrative Cost	8.2%
Program Administrative Cost	4.1%
Total Administrative Cost	**12.4%**

Budget reflects Notice of Award #09CH011406-01-01

Actual expenditures include posted expenditures and estimated adjustments through 8/31/2020


Early Head Start San Joaquin
Percent Expended Compared to Percent of Year Elapsed
120%
100%
80%
60%
40%
20%
0%
Feb
Mar
Apr
May
Jun
Jul
Aug
Sept
Oct
Nov
Dec
Jan
13%
20%
23%
32%
39%
45%
52%
Percent Expended
Percent of Year Elapsed


Early Head Start San Joaquin
Percent Expended Compared to Prior Year
120%
100%
80%
60%
40%
20%
0%
Feb
Mar
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Jul
Aug
Sept
Oct
Nov
Dec
Jan
13%
20%
23%
32%
39%
45%
52%
Percent Expended 2019-20

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council

From: Heather McCarley, Finance Manager

Subject: Early Head Start Child Care Partnerships + Expansion
Budget to Actual Report for the Period Ended August 31, 2020 – Info Item

Date: September 15, 2020

The following are highlights of the Early Head Start Child Care Partnerships & Expansion Budget to Actual Report for the period March 1, 2020 through August 31, 2020. Six months (50.00%) of the 12-month budget period have elapsed.

Base Funds
Overall expenditures are at 30% of the budget.

Training & Technical Assistance (T&TA)
Overall expenditures are at 7% of the budget.

COVID Cares
Overall expenditures are at 0.9% of the budget.

Non-Federal Share
Non-Federal share is at 21% of the budget.

Community Action Partnership of Kern
Early Head Start Child Care Partnerships + Expansion
Budget to Actual Report
Budget Period: March 1, 2020 - February 28, 2021
Report Period: March 1, 2020 - August 31, 2020
Month 6 of 12 (50.00%)

Prepared 9/14/2020

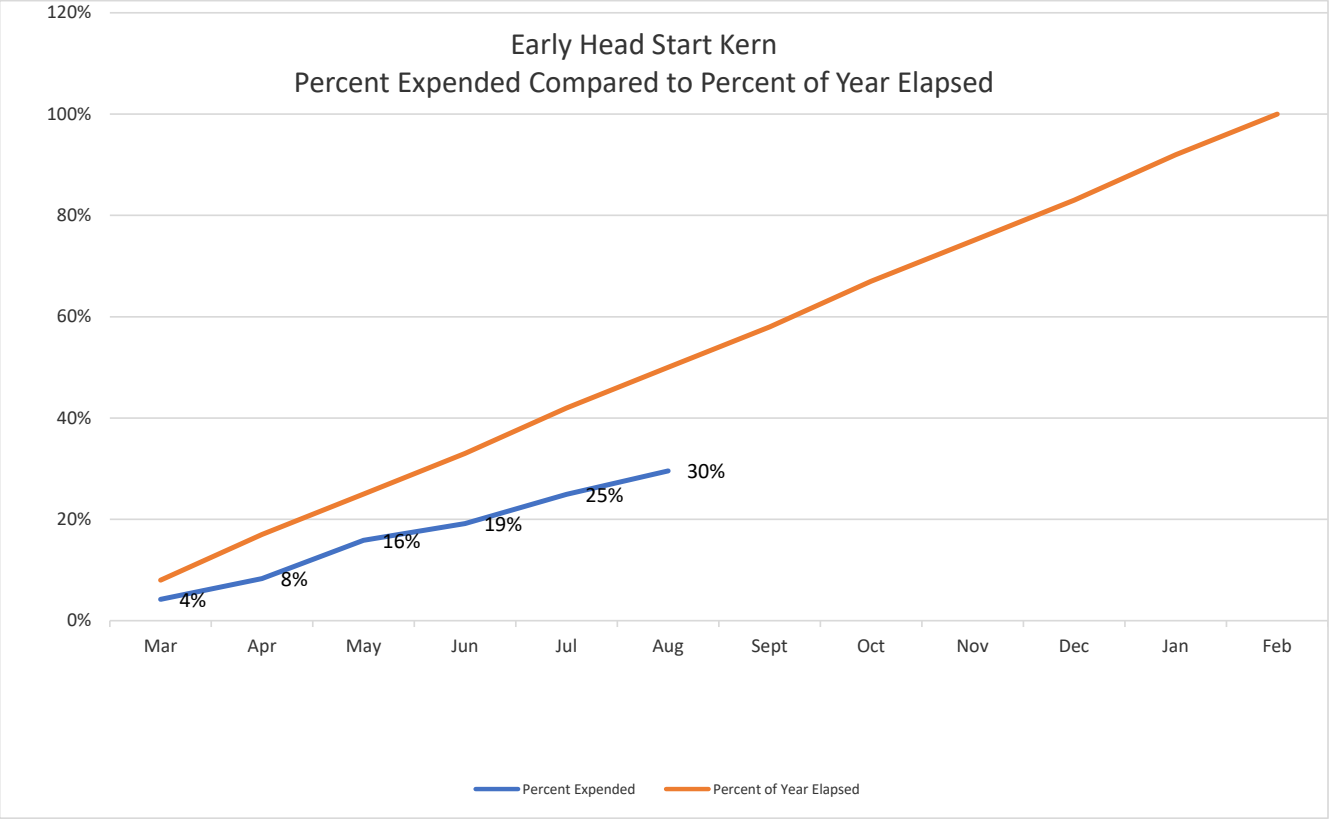
BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	704,216	194,817	509,399	28%	72%
FRINGE BENEFITS	208,046	37,616	170,430	18%	82%
SUPPLIES	28,175	16,055	12,120	57%	43%
CONTRACTUAL	1,009,556	277,529	732,027	27%	73%
OTHER	143,707	94,963	48,744	66%	34%
INDIRECT	203,138	58,100	145,038	29%	71%
TOTAL BASE FUNDING	**2,296,838**	**679,081**	**1,617,757**	**30%**	**70%**
TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	5,294	0	5,294	0%	100%
SUPPLIES	16,391	58	16,333	0%	100%
OTHER	29,393	560	28,833	2%	98%
INDIRECT	5,107	337	4,770	7%	93%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**56,185**	**3,706**	**52,479**	**7%**	**93%**
COVID CARES					
SUPPLIES	91,077	881	90,196	1%	99%
OTHER	30,359	206	30,153	1%	99%
INDIRECT	12,143	109	12,034	1%	99%
TOTAL COVID	**133,579**	**1,195**	**132,384**	**0.9%**	**99%**
GRAND TOTAL EHS FEDERAL FUNDS	**2,486,602**	**702,420**	**1,784,182**	**28%**	**72%**

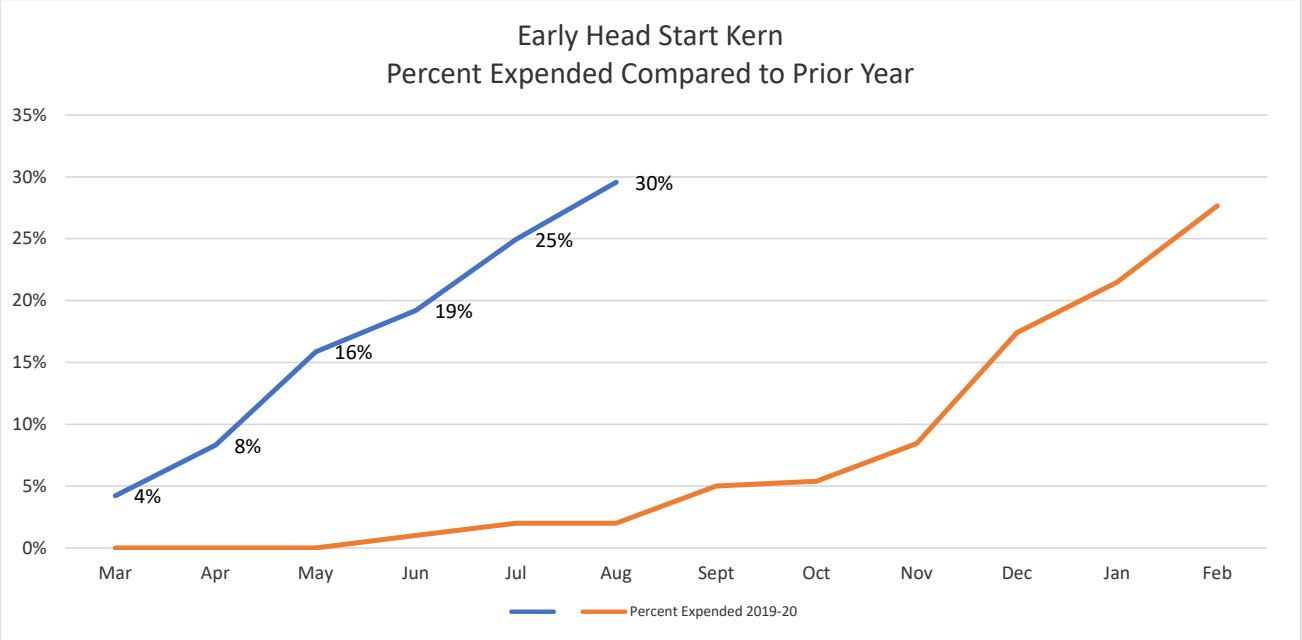
NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	588,256	124,279	463,977	21%	79%
TOTAL NON-FEDERAL	**588,256**	**124,279**	**463,977**	**21%**	**79%**

Budget reflects Notice of Award **#09HP000163-02-01**

Actual expenditures include posted expenditures and estimated adjustments through 8/31/2020


Early Head Start Kern
Percent Expended Compared to Percent of Year Elapsed
120%
100%
80%
60%
40%
20%
0%
Mar
Apr
May
Jun
Jul
Aug
Sept
Oct
Nov
Dec
Jan
Feb
4%
8%
16%
19%
25%
30%
Percent Expended
Percent of Year Elapsed


Early Head Start Kern
Percent Expended Compared to Prior Year
35%
30%
25%
20%
15%
10%
5%
0%
Mar
Apr
May
Jun
Jul
Aug
Sept
Oct
Nov
Dec
Jan
Feb
4%
8%
16%
19%
25%
30%
Percent Expended 2019-20

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT TRAVEL & CHILD CARE
2020-2021

KERN HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2020	$ 7,613.00	$ 15.51	$ 15.51	$ 7,597.49	8%	0%
APRIL 2020	$ 7,597.49		$ 15.51	$ 7,597.49	17%	0%
MAY 2020	$ 7,597.49		$ 15.51	$ 7,597.49	25%	0%
JUNE 2020	$ 7,597.49		$ 15.51	$ 7,597.49	33%	0%
JULY 2020	$ 7,597.49		$ 15.51	$ 7,597.49	42%	0%
AUGUST 2020	$ 7,597.49		$ 15.51	$ 7,597.49	50%	0%
SEPTEMBER 2020	$ 7,597.49		$ 15.51	$ 7,597.49	58%	0%
OCTOBER 2020	$ 7,597.49		$ 15.51	$ 7,597.49	67%	0%
NOVEMBER 2020	$ 7,597.49		$ 15.51	$ 7,597.49	75%	0%
DECEMBER 2020	$ 7,597.49		$ 15.51	$ 7,597.49	83%	0%
JANUARY 2021	$ 7,597.49		$ 15.51	$ 7,597.49	92%	0%
FEBRUARY 2021	$ 7,597.49		$ 15.51	$ 7,597.49	100%	0%

KERN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2020	$ 2,537.00	$ 5.17	$ 5.17	$ 2,531.83	8%	0%
APRIL 2020	$ 2,531.83		$ 5.17	$ 2,531.83	17%	0%
MAY 2020	$ 2,531.83		$ 5.17	$ 2,531.83	25%	0%
JUNE 2020	$ 2,531.83		$ 5.17	$ 2,531.83	33%	0%
JULY 2020	$ 2,531.83		$ 5.17	$ 2,531.83	42%	0%
AUGUST 2020	$ 2,531.83		$ 5.17	$ 2,531.83	50%	0%
SEPTEMBER 2020	$ 2,531.83		$ 5.17	$ 2,531.83	58%	0%
OCTOBER 2020	$ 2,531.83		$ 5.17	$ 2,531.83	67%	0%
NOVEMBER 2020	$ 2,531.83		$ 5.17	$ 2,531.83	75%	0%
DECEMBER 2020	$ 2,531.83		$ 5.17	$ 2,531.83	83%	0%
JANUARY 2021	$ 2,531.83		$ 5.17	$ 2,531.83	92%	0%
FEBRUARY 2021	$ 2,531.83		$ 5.17	$ 2,531.83	100%	0%

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT TRAVEL & CHILD CARE
2020-2021

SAN JOAQUIN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
FEBRUARY 2020	$ 50.00	$ 21.28	$ 21.28	$ 28.72	8%	43%
MARCH 2020	$ 28.72	$ -	$ 21.28	$ 28.72	17%	43%
APRIL 2020	$ 28.72	$ -	$ 21.28	$ 28.72	25%	43%
MAY 2020	$ 28.72	$ -	$ 21.28	$ 28.72	33%	43%
JUNE 2020	$ 28.72	$ -	$ 21.28	$ 28.72	42%	43%
JULY 2020	$ 28.72	$ -	$ 21.28	$ 28.72	50%	43%
AUGUST 2020	$ 28.72	$ -	$ 21.28	$ 28.72	58%	43%
SEPTEMBER 2020	$ 28.72	$ -	$ 21.28	$ 28.72	67%	43%
OCTOBER 2020	$ 28.72	$ -	$ 21.28	$ 28.72	75%	43%
NOVEMBER 2020	$ 28.72	$ -	$ 21.28	$ 28.72	83%	43%
DECEMBER 2020	$ 28.72	$ -	$ 21.28	$ 28.72	92%	43%
JANUARY 2021	$ 28.72	$ -	$ 21.28	$ 28.72	100%	43%

EARLY HEAD START CHILD CARE PARTNERSHIPS

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2020	$ 250.00	$ -	$ -	$ 250.00	8%	0%
APRIL 2020	$ 250.00	$ -	$ -	$ 250.00	17%	0%
MAY 2020	$ 250.00	$ -	$ -	$ 250.00	25%	0%
JUNE 2020	$ 250.00	$ -	$ -	$ 250.00	33%	0%
JULY 2020	$ 250.00	$ -	$ -	$ 250.00	42%	0%
AUGUST 2020	$ 250.00	$ -	$ -	$ 250.00	50%	0%
SEPTEMBER 2020	$ 250.00	$ -	$ -	$ 250.00	58%	0%
OCTOBER 2020	$ 250.00	$ -	$ -	$ 250.00	67%	0%
NOVEMBER 2020	$ 250.00	$ -	$ -	$ 250.00	75%	0%
DECEMBER 2020	$ 250.00	$ -	$ -	$ 250.00	83%	0%
JANUARY 2021	$ 250.00	$ -	$ -	$ 250.00	92%	0%
FEBRUARY 2021	$ 250.00		$ -	$ 250.00	100%	0%

Prepared by: Heather McCarley
September 15, 2020

COMMUNITY ACTION PARTNERSHIP OF KERN
VIAJES DE LOS PADRES y CUIDADO DE NINOS
2019-2020

KERN HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2019	$ 7,613.00	$ 15.51	$ 15.51	$ 7,597.49	25%	0%
ABRIL DEL 2019	$ 7,597.49	$ -	$ 15.51	$ 7,597.49	50%	0%
MAYO DEL 2019	$ 7,597.49	$ -	$ 15.51	$ 7,597.49	75%	0%
JUNIO DEL 2019	$ 7,597.49	$ -	$ 15.51	$ 7,597.49	100%	0%
JULIO DEL 2019	$ 5,475.00	$ -	$ 15.51	$ 5,475.00	13%	0%
AGOSTO DEL 2019	$ 5,475.00	$ -	$ 15.51	$ 5,475.00	25%	0%
SEPTIEMBRE DEL 2018	$ 5,475.00	$ -	$ 15.51	$ 5,475.00	38%	0%
OCTUBRE DEL 2019	$ 5,475.00	$ -	$ 15.51	$ 5,475.00	50%	0%
NOVIEMBRE DEL 2019	$ 5,475.00	$ -	$ 15.51	$ 5,475.00	63%	0%
DICIEMBRE DEL 2019	$ 5,475.00	$ -	$ 15.51	$ 5,475.00	75%	0%
ENERO DEL 2020	$ 5,475.00	$ -	$ 15.51	$ 5,475.00	88%	0%
FEBRERO DEL 2020	$ 5,475.00	$ -	$ 15.51	$ 5,475.00	100%	0%

KERN EARLY HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2019	$ 2,537.00	$ 5.17	$ 5.17	$ 2,531.83	25%	0%
ABRIL DEL 2019	$ 2,531.83	$ -	$ 5.17	$ 2,531.83	50%	0%
MAYO DEL 2019	$ 2,531.83	$ -	$ 5.17	$ 2,531.83	75%	0%
JUNIO DEL 2019	$ 2,531.83	$ -	$ 5.17	$ 2,531.83	100%	0%
JULIO DEL 2019	$ 1,824.00	$ -	$ 5.17	$ 1,824.00	13%	0%
AGOSTO DEL 2019	$ 1,824.00	$ -	$ 5.17	$ 1,824.00	25%	0%
SEPTIEMBRE DEL 2018	$ 1,824.00	$ -	$ 5.17	$ 1,824.00	38%	0%
OCTUBRE DEL 2019	$ 1,824.00	$ -	$ 5.17	$ 1,824.00	50%	0%
NOVIEMBRE DEL 2019	$ 1,824.00	$ -	$ 5.17	$ 1,824.00	63%	0%
DICIEMBRE DEL 2019	$ 1,824.00	$ -	$ 5.17	$ 1,824.00	75%	0%
ENERO DEL 2020	$ 1,824.00	$ -	$ 5.17	$ 1,824.00	88%	0%
FEBRERO DEL 2020	$ 1,824.00	$ -	$ 5.17	$ 1,824.00	100%	0%

COMMUNITY ACTION PARTNERSHIP OF KERN
VIAJES DE LOS PADRES y CUIDADO DE NINOS
2019-2020

SAN JOAQUIN EARLY HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
FEBRERO DEL 2019	$ 50.00	$ 21.28	$ 21.28	$ 28.72	8%	43%
MARZO DEL 2019	$ 28.72	$ -	$ 21.28	$ 28.72	17%	43%
ABRIL DEL 2019	$ 28.72	$ -	$ 21.28	$ 28.72	25%	43%
MAYO DEL 2019	$ 28.72	$ -	$ 21.28	$ 28.72	33%	43%
JUNIO DEL 2019	$ 28.72	$ -	$ 21.28	$ 28.72	42%	43%
JULIO DEL 2019	$ 28.72	$ -	$ 21.28	$ 28.72	50%	43%
AGOSTO DEL 2019	$ 28.72	$ -	$ 21.28	$ 28.72	58%	43%
SEPTIEMBRE DEL 2019	$ 28.72	$ -	$ 21.28	$ 28.72	67%	43%
OCTUBRE DEL 2019	$ 28.72	$ -	$ 21.28	$ 28.72	75%	43%
NOVIEMBRE DEL 2019	$ 28.72	$ -	$ 21.28	$ 28.72	83%	43%
DICIEMBRE DEL 2019	$ 28.72	$ -	$ 21.28	$ 28.72	92%	43%
ENERO DEL 2020	$ 28.72	$ -	$ 21.28	$ 28.72	100%	43%

EARLY HEAD START CHILD CARE PARTNERSHIPS

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2019	$ 250.00	$ -	$ -	$ 250.00	8%	0%
ABRIL DEL 2019	$ 250.00	$ -	$ -	$ 250.00	17%	0%
MAYO DEL 2019	$ 250.00	$ -	$ -	$ 250.00	25%	0%
JUNIO DEL 2019	$ 250.00	$ -	$ -	$ 250.00	33%	0%
JULIO DEL 2019	$ 250.00	$ -	$ -	$ 250.00	42%	0%
AGOSTO DEL 2019	$ 250.00	$ -	$ -	$ 250.00	50%	0%
SEPTIEMBRE DEL 2018	$ 250.00	$ -	$ -	$ 250.00	58%	0%
OCTUBRE DEL 2019	$ 250.00	$ -	$ -	$ 250.00	67%	0%
NOVIEMBRE DEL 2019	$ 250.00	$ -	$ -	$ 250.00	75%	0%
DICIEMBRE DEL 2019	$ 250.00	$ -	$ -	$ 250.00	83%	0%
ENERO DEL 2020	$ 250.00	$ -	$ -	$ 250.00	92%	0%
FEBRERO DEL 2020	$ 250.00	$ -	$ -	$ 250.00	100%	0%

Preparado por Heather McCarley
12 de Febrero 2020

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT ACTIVITIES
2019-2020

KERN HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2020	$ 20,985.00	$ 173.18	$ 173.18	$ 20,811.82	8%	1%
APRIL 2020	$ 20,811.82	$ -	$ 173.18	$ 20,811.82	17%	1%
MAY 2020	$ 20,811.82	$ -	$ 173.18	$ 20,811.82	25%	1%
JUNE 2020	$ 20,811.82	$ -	$ 173.18	$ 20,811.82	33%	1%
JULY 2020	$ 20,811.82	$ -	$ 173.18	$ 20,811.82	42%	1%
AUGUST 2020	$ 20,811.82	$ -	$ 173.18	$ 20,811.82	50%	1%
SEPTEMBER 2020	$ 20,811.82	$ -	$ 173.18	$ 20,811.82	58%	1%
OCTOBER 2020	$ 20,811.82	$ -	$ 173.18	$ 20,811.82	67%	1%
NOVEMBER 2020	$ 20,811.82	$ -	$ 173.18	$ 20,811.82	75%	1%
DECEMBER 2020	$ 20,811.82	$ -	$ 173.18	$ 20,811.82	83%	1%
JANUARY 2021	$ 20,811.82	$ -	$ 173.18	$ 20,811.82	92%	1%
FEBRUARY 2021	$ 20,811.82	$ -	$ 173.18	$ 20,811.82	100%	1%

KERN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2020	$ 7,030.00	$ 57.72	$ 57.72	$ 6,972.28	8%	1%
APRIL 2020	$ 6,972.28	$ -	$ 57.72	$ 6,972.28	17%	1%
MAY 2020	$ 6,972.28	$ -	$ 57.72	$ 6,972.28	25%	1%
JUNE 2020	$ 6,972.28	$ -	$ 57.72	$ 6,972.28	33%	1%
JULY 2020	$ 6,972.28	$ -	$ 57.72	$ 6,972.28	42%	1%
AUGUST 2020	$ 6,972.28	$ -	$ 57.72	$ 6,972.28	50%	1%
SEPTEMBER 2020	$ 6,972.28	$ -	$ 57.72	$ 6,972.28	58%	1%
OCTOBER 2020	$ 6,972.28	$ -	$ 57.72	$ 6,972.28	67%	1%
NOVEMBER 2020	$ 6,972.28	$ -	$ 57.72	$ 6,972.28	75%	1%
DECEMBER 2020	$ 6,972.28	$ -	$ 57.72	$ 6,972.28	83%	1%
JANUARY 2021	$ 6,972.28	$ -	$ 57.72	$ 6,972.28	92%	1%
FEBRUARY 2021	$ 6,972.28	$ -	$ 57.72	$ 6,972.28	100%	1%

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT ACTIVITIES
2019-2020

SAN JOAQUIN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
FEBRUARY 2020	$ 1,500.00	$ -	$ -	$ 1,500.00	8%	0%
MARCH 2020	$ 1,500.00	$ -	$ -	$ 1,500.00	17%	0%
APRIL 2020	$ 1,500.00	$ -	$ -	$ 1,500.00	25%	0%
MAY 2020	$ 1,500.00	$ -	$ -	$ 1,500.00	33%	0%
JUNE 2020	$ 1,500.00	$ -	$ -	$ 1,500.00	42%	0%
JULY 2020	$ 1,500.00	$ -	$ -	$ 1,500.00	50%	0%
AUGUST 2020	$ 1,500.00	$ -	$ -	$ 1,500.00	58%	0%
SEPTEMBER 2020	$ 1,500.00	$ -	$ -	$ 1,500.00	67%	0%
OCTOBER 2020	$ 1,500.00	$ -	$ -	$ 1,500.00	75%	0%
NOVEMBER 2020	$ 1,500.00	$ -	$ -	$ 1,500.00	83%	0%
DECEMBER 2020	$ 1,500.00	$ -	$ -	$ 1,500.00	92%	0%
JANUARY 2021	$ 1,500.00	$ -	$ -	$ 1,500.00	100%	0%

EARLY HEAD START CHILD CARE PARTNERSHIPS

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2020	$ 760.00	$ -	$ -	$ 760.00	8%	0%
APRIL 2020	$ 760.00	$ -	$ -	$ 760.00	17%	0%
MAY 2020	$ 760.00	$ -	$ -	$ 760.00	25%	0%
JUNE 2020	$ 760.00	$ -	$ -	$ 760.00	33%	0%
JULY 2020	$ 760.00	$ -	$ -	$ 760.00	42%	0%
AUGUST 2020	$ 760.00	$ -	$ -	$ 760.00	50%	0%
SEPTEMBER 2020	$ 760.00	$ -	$ -	$ 760.00	58%	0%
OCTOBER 2020	$ 760.00	$ -	$ -	$ 760.00	67%	0%
NOVEMBER 2020	$ 760.00	$ -	$ -	$ 760.00	75%	0%
DECEMBER 2020	$ 760.00	$ -	$ -	$ 760.00	83%	0%
JANUARY 2021	$ 760.00	$ -	$ -	$ 760.00	92%	0%
FEBRUARY 2021	$ 760.00		$ -	$ 760.00	100%	0%

Prepared by: Heather McCarley
September 15, 2020

COMMUNITY ACTION PARTNERSHIP OF KERN
ACTIVIDADES DE LOS PADRES
2019-2020

KERN HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2019	$ 8,731.00	$ 173.18	$ 173.18	$ 8,557.82	8%	1%
ABRIL DEL 2019	$ 8,557.82	$ -	$ 173.18	$ 8,557.82	17%	1%
MAYO DEL 2019	$ 8,557.82	$ -	$ 173.18	$ 8,557.82	25%	1%
JUNIO DEL 2019	$ 8,557.82	$ -	$ 173.18	$ 8,557.82	33%	1%
JULIO DEL 2019	$ 18,711.00	$ -	$ -	$ 18,711.00	13%	0%
AGOSTO DEL 2019	$ 18,711.00	$ -	$ -	$ 18,711.00	25%	0%
SEPTIEMBRE DEL 2018	$ 18,711.00	$ -	$ -	$ 18,711.00	38%	0%
OCTUBRE DEL 2019	$ 18,711.00	$ -	$ -	$ 18,711.00	50%	0%
NOVIEMBRE DEL 2019	$ 18,711.00	$ -	$ -	$ 18,711.00	63%	0%
DICIEMBRE DEL 2019	$ 18,711.00	$ -	$ -	$ 18,711.00	75%	0%
ENERO DEL 2020	$ 18,711.00	$ -	$ -	$ 18,711.00	88%	0%
FEBRERO DEL 2020	$ 18,711.00	$ -	$ -	$ 18,711.00	100%	0%

KERN EARLY HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2019	$ 1,363.00	$ 57.72	$ 57.72	$ 1,305.28	8%	1%
ABRIL DEL 2019	$ 1,305.28	$ -	$ 57.72	$ 1,305.28	17%	1%
MAYO DEL 2019	$ 1,305.28	$ -	$ 57.72	$ 1,305.28	25%	1%
JUNIO DEL 2019	$ 1,305.28	$ -	$ 57.72	$ 1,305.28	33%	1%
JULIO DEL 2019	$ 6,264.00	$ -	$ -	$ 6,264.00	13%	0%
AGOSTO DEL 2019	$ 6,264.00	$ -	$ -	$ 6,264.00	25%	0%
SEPTIEMBRE DEL 2018	$ 6,264.00	$ -	$ -	$ 6,264.00	38%	0%
OCTUBRE DEL 2019	$ 6,264.00	$ -	$ -	$ 6,264.00	50%	0%
NOVIEMBRE DEL 2019	$ 6,264.00	$ -	$ -	$ 6,264.00	63%	0%
DICIEMBRE DEL 2019	$ 6,264.00	$ -	$ -	$ 6,264.00	75%	0%
ENERO DEL 2020	$ 6,264.00	$ -	$ -	$ 6,264.00	88%	0%
FEBRERO DEL 2020	$ 6,264.00	$ -	$ -	$ 6,264.00	100%	0%

COMMUNITY ACTION PARTNERSHIP OF KERN
ACTIVIDADES DE LOS PADRES
2019-2020

SAN JOAQUIN EARLY HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
FEBRERO DEL 2019	$ 1,500.00	$ -	$ -	$ 1,500.00	8%	0%
MARZO DEL 2019	$ 1,500.00	$ -	$ -	$ 1,500.00	17%	0%
ABRIL DEL 2019	$ 1,500.00	$ -	$ -	$ 1,500.00	25%	0%
MAYO DEL 2019	$ 1,500.00	$ -	$ -	$ 1,500.00	33%	0%
JUNIO DEL 2019	$ 1,500.00	$ -	$ -	$ 1,500.00	42%	0%
JULIO DEL 2019	$ 1,500.00	$ -	$ -	$ 1,500.00	50%	0%
AGOSTO DEL 2019	$ 1,500.00	$ -	$ -	$ 1,500.00	58%	0%
SEPTIEMBRE DEL 2019	$ 1,500.00	$ -	$ -	$ 1,500.00	67%	0%
OCTUBRE DEL 2019	$ 1,500.00	$ -	$ -	$ 1,500.00	75%	0%
NOVIEMBRE DEL 2019	$ 1,500.00	$ -	$ -	$ 1,500.00	83%	0%
DICIEMBRE DEL 2019	$ 1,500.00	$ -	$ -	$ 1,500.00	92%	0%
ENERO DEL 2020	$ 1,500.00	$ -	$ -	$ 1,500.00	100%	0%

EARLY HEAD START CHILD CARE PARTNERSHIPS

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2019	$ 760.00	$ -	$ -	$ 760.00	8%	0%
ABRIL DEL 2019	$ 760.00	$ -	$ -	$ 760.00	17%	0%
MAYO DEL 2019	$ 760.00	$ -	$ -	$ 760.00	25%	0%
JUNIO DEL 2019	$ 760.00	$ -	$ -	$ 760.00	33%	0%
JULIO DEL 2019	$ 760.00	$ -	$ -	$ 760.00	42%	0%
AGOSTO DEL 2019	$ 760.00	$ -	$ -	$ 760.00	50%	0%
SEPTIEMBRE DEL 2018	$ 760.00	$ -	$ -	$ 760.00	58%	0%
OCTUBRE DEL 2019	$ 760.00	$ -	$ -	$ 760.00	67%	0%
NOVIEMBRE DEL 2019	$ 760.00	$ -	$ -	$ 760.00	75%	0%
DICIEMBRE DEL 2019	$ 760.00	$ -	$ -	$ 760.00	83%	0%
ENERO DEL 2020	$ 760.00	$ -	$ -	$ 760.00	92%	0%
FEBRERO DEL 2020	$ 760.00	$ -	$ -	$ 760.00	100%	0%

Preparado por Heather McCarley
12 de Febrero 2020

Community Action Partnership of Kern
Head Start and Early Head Start Kern
Year-to-Date Non-Federal Share and In-Kind Report
Budget Period: March 1, 2020 through February 28, 2021
Report for period ending **August 31, 2020** (Month 6 of 12)

Percent of budget period elapsed: 50%

LOCATION	Enroll-ment	March	April	May	June	July	Aug	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	80	243	0	0	0	0	1,606	1,848	70,588	3%
Alicante	20	617	0	0	959	1,518	0	3,093	17,647	18%
Broadway	40	0	0	0	0	0	0	0	35,294	0%
California City	34	3,233	0	0	0	0	0	3,233	30,000	11%
Cleo Foran	23	0	0	0	0	0	0	0	20,294	0%
Delano	76	2,431	0	0	0	0	1,189	3,620	67,058	5%
East California	56	221	0	0	4,832	3,854	4,568	13,475	49,411	27%
Fairfax	40	4,370	0	0	0	0	544	4,914	35,294	14%
Fairview	40	291	0	0	0	0	0	291	35,294	1%
Harvey L. Hall	156	5,570	234	0	6,959	5,702	7,585	26,050	137,646	19%
Heritage	40	0	0	0	0	0	0	0	35,294	0%
Home Base	124	0	0	0	0	0	0	0	54,706	0%
Jewett	0	0	0	0	0	0	0	0	0	0%
Lamont	40	103	0	0	0	0	0	103	35,294	0%
Martha J. Morgan	44	4,024	2,384	0	2,010	1,793	3,134	13,345	38,823	34%
McFarland	20	120	0	0	0	0	0	120	17,647	1%
Mojave	20	0	0	0	0	0	0	0	17,647	0%
Oasis	57	546	0	0	0	0	0	546	50,294	1%
Pete H. Parra	128	768	0	0	3,565	4,394	4,756	13,484	112,940	12%
Planz	20	1,840	0	0	0	0	0	1,840	17,647	10%
Primeros Pasos	80	533	0	0	2,714	1,393	2,234	6,873	70,588	10%
Rosamond	80	0	0	0	0	0	0	0	70,588	0%
San Diego Street	40	131	0	0	2,079	2,876	321	5,408	35,294	15%
Seibert	40	0	0	0	0	0	0	0	35,294	0%
Shafter	20	0	0	0	1,432	954	2,568	4,954	17,647	28%
Shafter HS/EHS	26	0	0	0	0	0	1,678	1,678	22,941	7%
Sterling	124	4,465	131	0	7,666	2,609	3,164	18,035	109,411	16%
Sunrise Villa	20	86	0	0	0	0	842	927	17,647	5%
Taft	66	3,038	0	0	0	0	262	3,300	58,235	6%
Tehachapi	34	309	0	0	0	0	1,047	1,356	30,000	5%
Vineland	20	1,193	0	0	0	0	238	1,431	17,647	8%
Virginia	40	0	0	0	0	0	2,936	2,936	35,294	8%
Wesley	60	0	0	0	0	0	0	0	52,941	0%
Willow	55	0	0	0	0	0	923	923	48,529	2%
Administrative Services		0	0	0	0	0	0	0	0	NA
Program Services		221	0	0	0	0	0	221	66,765	0%
SUBTOTAL IN-KIND	**1,763**	**34,352**	**2,749**	**0**	**32,216**	**25,092**	**39,593**	**134,003**	**1,567,638**	**9%**
State General Child Care*		272,771	247,499	213,702	247,499	108,858	111,141	1,201,470	1,871,571	64%
State Preschool*		543,194	529,058	456,933	529,088	58,501	78,791	2,195,564	3,074,165	71%
State Migrant Child Care*		16,596	28,139	25,612	28,139	9,664	7,886	116,035	184,872	63%
SUBTOTAL CA DEPT of ED		**832,561**	**804,695**	**696,248**	**804,725**	**177,022**	**197,818**	**3,513,069**	**5,130,608**	**68%**
GRAND TOTAL		**866,913**	**807,444**	**696,248**	**836,941**	**202,114**	**237,411**	**3,647,072**	**6,698,246**	**54%**

*May include estimates

Community Action Partnership of Kern
San Joaquin Early Head Start
Non-Federal Share and In-Kind Year-to-Date Report
Budget Period: February 1, 2020 through January 31, 2021
Report for period ending August **31, 2020** (Month 7 of 12)

Percent of budget period elapsed: 58%

LOCATION	FUNDED ENROLL-MENT	Feb	March	April	May	June	July	Aug	YTD Totals	IN-KIND GOAL	% OF GOAL MET
California Street	24	7,823	0	0	0	0	0	0	7,823	124,545	6%
Chrisman	30	11,922	3,469	3,090	1,567	1,845	3,316	0	25,210	155,682	16%
Kennedy	16	83	1,665	1,413	1,521	1,812	1,100	0	7,595	83,030	9%
Lodi Home Base	35	44	263	0	0	0	8,054	290	8,651	90,814	10%
Lodi UCC	30	100	1,200	171	177	171	4,827	0	6,646	155,682	4%
Manteca Home Base	12	0	394	537	551	533	4,412	0	6,427	31,136	21%
Marci Massei	24	9,019	0	0	0	0	3,595	3,898	16,512	124,545	13%
St. Mary's	16	183	0	0	0	0	2,695	0	2,878	83,030	3%
Stockton Home Base	90	133	2,322	1,803	2,128	1,770	10,150	0	18,306	233,523	8%
Tracy Home Base	12	0	0	0	0	0	0	0	0	31,136	0%
Walnut	24	10,479	1,824	980	1,928	1,971	1,837	1,071	20,089	124,545	16%
Administrative Services		0	0	0	0	0	0	0	0	0	
Program Services		0	0	0	0	0	0	0	0	108,412	0%
Policy Council		0	0	0	0	0	0	0	0	1,000	0%
SUBTOTAL IN-KIND	**313**	**39,786**	**11,137**	**7,994**	**7,873**	**8,103**	**39,987**	**5,259**	**120,138**	**1,347,082**	**9%**

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Head Start/State Child Development/Yolanda Gonzales	**Month/Year:** July 2020
Program/Work Unit: Head Start/Early Head Start	**Program Manager/Supervisor:** Ginger Mendez/Donna Holland
Services: Head Start and Early Head Start childhood education for low-moderate income children ages 0-5 in center-based, part-day or full-day environments and home-based options.	

Program	Funded Enrollment	Reportable Enrollment	Percentage	Enrollment Breakdown	Disabilities Goal 10%	Over Income Goal <10%
Head Start Kern ***Full Year Only in July**	**1317** ***235**	**169**	**72%**		**.4%**	**4%**
Early Head Start Kern	**446**	**372**	**83%**		**8%**	**6.7%**
• EHS Center Based	227		87%	198/227		
• EHS Home Based	123		100%	125/123		
• EHS Home Based-Interim	96		51%	49/96		
Early Head Start San Joaquin	**313**	**256**	**82%**		**7%**	**8.9%**
Early Head Start Partnership	**152**	**75**	**49%**		**1%**	**7.29**
• Bakersfield College	32		53%	17/32	3%	
• Blanton	16		87.5%	14/16	6%	
• Garden Pathways	11		91%	10/11	0%	
• Taft College	42		74%	31/42	0%	
• Jewett	24		**0%**	0/24	0%	
• Escuelita Hernandez	16		19%	3/16	0%	
• Seeking Partner	11		0%	0/11	0%	

***New Program Year began 7-1-2020 for Full Year classrooms only.**

Division Staffing			
Currently Employed	**Vacant Positions**	**Continuous Family Leave**	**Intermittent Family Leave**
617	26	10	92

Compliance
To minimize the risk of transmission of COVID-19 to children and staff, reviews will continue to be conducted through desk-top monitoring.

Central Kitchen July 2020				
Meals & Snacks	**Total # Prepared**	**Breakfast**	**Lunch**	**Snack**
Head Start / Early Head Start Centers				
TOTAL	**18,278**	**6,158**	**6,060**	**6,060**

The Central Kitchen along with the support of the Head Start/Early Head Start staff continued to adjust meal counts; based on classrooms and center closures.

CACFP					
June 2020					
Total Meals Requested			Meals Allocated		% of Meals Served
Central Kitchen	Vendor Meals	**Total Meals**	CACFP/USDA	HS/EHS	June 2020
32,738	0	32,738	20,995	11,743	**73%**

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Head Start/State Child Development/Yolanda Gonzales	**Month/Year:** August 2020
Program/Work Unit: Head Start/Early Head Start	**Program Manager/Supervisor:** Ginger Mendez/Jerry Meade
Services: Head Start and Early Head Start childhood education for low-moderate income children ages 0-5 in center-based, part-day or full-day environments and home-based options.	

Program	Funded Enrollment	Reportable Enrollment	Percentage	Enrollment Breakdown	Disabilities Goal 10%	Over Income Goal <10%
Head Start Kern ***Full Year, all month** ***Part Year began 8/17/2020**	**1317**	**595**	**45%**		**1.9%**	**3.9%**
Early Head Start Kern	**446**	**341**	**76%**		**8.3%**	**5.8%**
• EHS Center Based	243		76.5%	181/243		
• EHS Home Based	123		98%	121/123		
• EHS Home Based-Interim	80		49%	39/80		
Early Head Start San Joaquin	**313**	**261**	**83%**		**7%**	**9.3%**
Early Head Start Partnership	**152**	**65**	**43%**		**1.3%**	**5.3%**
• Bakersfield College	32		47%	15/32	3%	
• Blanton	16		87.5%	14/16	6%	
• Garden Pathways	11		73%	8/11	0%	
• Taft College	42		60%	25/42	0%	
• Jewett	24		0%	0/24	0%	
• Escuelita Hernandez	16		19%	3/16	0%	
• Seeking Partner	11		0%	0/11	0%	

***Full Year Only 8/1—8/14**
****Part Year 20-21 Program's first day: August 17, 2020**

Division Staffing			
Currently Employed	**Vacant Positions**	**Continuous Family Leave**	**Intermittent Family Leave**
608	35	19	83

Compliance
Completed Community Care Licensing COVID-19 Self Assessments for all part year centers.

Central Kitchen August 2020				
Meals & Snacks	**Total # Prepared**	**Breakfast**	**Lunch**	**Snack**
Head Start / Early Head Start Centers	27,566	9,694	8,281	9,591

The Central Kitchen was charged with producing emergency food supplies for the Head Start/Early Head Start centers. All active centers received enough emergency food for three meals per day for three days. This food was provided in case the Central Kitchen would need to be temporarily shut down.

CACFP					
July 2020					
Total Meals Requested			Meals Allocated		% of Meals Served
Central Kitchen	Vendor Meals	**Total Meals**	CACFP/USDA	HS/EHS	July 2020
18,194	4,156	22,350	9.405	12,945	**56%**

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

August 27, 2020

Re: Policy Council Membership

Dear Dalila Castillo,

The Policy Council Bylaws approved on August 23, 2017 state in Article III, Section 6: "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.*"

Attendance records show that you have been absent on three consecutive occasions. These instances were as follows: Policy Council Planning Meeting held on March 3, 2020 as well as the Policy Council Meetings held respectively on June 23, 2020 and August 25, 2020.

With that said, please be advised that you have been terminated as a Policy Council Member as of August 27, 2020. However, as indicated in the PC Bylaws Article III, Section 6:

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.

If you would like to appeal this termination, please contact me at (661) 336-5236 ext. 2200 so that I may review the process with you.

Your service to the Policy Council and to Community Action Partnership of Kern Head Start Program is appreciated. Best wishes on your future endeavors.

Thank you,

Lisa Price
Program Governance Coordinator
cc: Nila Hogan, Policy Council Chairperson

ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-PI-HS-20-05	2. Issuance Date: 8/27/2020
	3. Originating Office: Office of Head Start	
	4. Key Words: Designation Renewal System (DRS); Head Start Program Performance Standards (HSPPS); Revision; Final Rule; Regulation; Head Start; Competition; Classroom Assessment Scoring System (CLASS®); Monitoring; Deficiency; Fiscal; Audit	

PROGRAM INSTRUCTION

SUBJECT: Final Rule on Designation Renewal System Changes

INSTRUCTION:

The Office of Head Start (OHS) announced in the Federal Register a final rule updating the Designation Renewal System (DRS). In the Improving Head Start for School Readiness Act of 2007, Congress required the U.S. Department of Health and Human Services (HHS) to both establish a DRS and to periodically review the system. HHS first established the DRS through a final rule in 2011, and has been regularly analyzing data on the implementation of the system and on the grantees required to compete. OHS is confident the DRS has driven increases in the quality of Head Start and Early Head Start services, but believes improvements can be made to the system.

This final rule includes revisions to three of the seven conditions of the DRS: the deficiency condition, the condition related to the Classroom Assessment Scoring System (CLASS®), and the fiscal condition related to audit findings. These changes will ensure OHS identifies those grantees where competition is the most warranted and more effectively holds grantees accountable, while also making the DRS more transparent.

Key Changes from the Prior DRS Rule

Deficiency Condition

Under this final rule, the DRS no longer requires competition for grantees with a single deficiency during their project period. While all deficiencies are serious and substantial or systemic, changing the condition to require competition if a grantee receives two deficiencies during the project period better reflects significant quality failures of an agency. Additionally, the change will appropriately put the focus on grantees having systems in place to ensure health and safety incidents do not occur or are quickly identified and rectified and on financial and human resource systems that support ongoing, high-quality operations.

CLASS® Condition

For the CLASS® condition, the final rule facilitates the use of CLASS® as a quality improvement tool and promotes greater transparency for grantees. To achieve this, the final rule removes the lowest 10% criterion while simultaneously establishing quality thresholds and raising the competitive thresholds (formerly minimum thresholds) for each domain of the CLASS®.

The quality thresholds are as follows: 6 for Emotional Support, 6 for Classroom Organization, and 3 for Instructional Support. These new thresholds represent the expectations of OHS for the quality of the learning environment in every Head Start program. These thresholds do not relate to competition, but instead reflect a quality improvement focus in teacher-child interactions, with support from OHS. For any grantee with a score below one or more of the quality thresholds, OHS will provide support for quality improvement. OHS will help ensure the grantee's coordinated approach to training and professional development is targeting those areas of teaching practices and teacher-child interactions that most need improvements. The establishment of quality thresholds is intended to build on existing program quality improvement efforts to enhance classroom interactions beyond any set floor and will include more intentional OHS support for such efforts through training and technical assistance supports across a variety of platforms.

The final rule also sets more rigorous competitive thresholds for all three CLASS® domains and represents the floor for quality in terms of teacher-child interactions. Any grantee with a CLASS® score below one or more of the competitive thresholds will be designated for competition. Specifically, the competitive threshold for Classroom Organization is raised from 3 to 5 and Emotional Support is raised from 4 to 5. These competitive thresholds increase the minimum standard of quality and set the expectation for programs to work toward moving into the high-quality range. Because Instructional Support is a domain in which grantees tend to score lower, but is nonetheless important for ensuring high-quality teacher-child interactions, we take a graduated approach to increasing the threshold for this domain. More specifically, the competitive threshold for Instructional Support is initially raised from 2 to an interim threshold of 2.3 for all CLASS® reviews conducted through July 31, 2025. For all CLASS® reviews conducted on or after August 1, 2025, the competitive threshold for this domain raises to 2.5. This approach recognizes where most grantees currently score in this domain and will allow sufficient time for grantees to make necessary quality improvements and gradually move to higher quality.

Fiscal Condition

For the fiscal condition, the final rule retains the requirement to compete if a going concern is identified in an audit report. It also adds a second criterion that requires competition if a grantee has a total of two or more audit findings of material weakness or questioned costs related to their Head Start funds in audit reports for a financial period within the current project period. This change results in a fiscal condition that better detects risks to fiscal management and oversight.

Effective Date

The new DRS conditions will be effective October 27, 2020. The prior DRS conditions will apply to all programs until the effective date of this final rule. In general, grantee performance before the effective date of the final rule is subject to the prior DRS conditions and grantee performance after the effective date is subject to the revised DRS conditions. There will be no retroactive implementation of the revised conditions to ensure grantees are not designated for competition based a condition on which they did not know they would be judged.

For all grantees that have been designated for competition under the prior conditions and a funding opportunity announcement (FOA) has not been posted, OHS will reexamine the existing data to determine if they also meet the revised conditions. The new second criterion added to the fiscal condition will not be considered. These grantees will be required to compete if they would also be required to compete under the revised conditions. OHS will send redetermination letters to this group of grantees either reconfirming their competitive status or notifying them of preliminary eligibility for non-competitive funding.

Preliminary non-competitive decisions made prior to the effective date of this final rule will not be revisited under the revised DRS conditions; these grantees will continue to be eligible for a noncompetitive new grant. Only in the rare case that such a grantee receives two or more deficiencies, a license revocation, suspension, debarment from any federal or state funds, disqualification from the Child and Adult Care Food Program, or an audit finding of a going concern before receiving their non-competitive five-year grant award would the grantee be required to compete. This would also have happened under the prior regulation, with the only difference being the number of deficiencies requiring competition.

Next Steps

Programs are urged to take the time to read the final rule in its entirety, including the preamble and the text of the regulation. OHS will continue to provide direction, guidance, and resources that support our mission to prepare Head Start children and families for school and beyond.

Thank you for the work you do on behalf of children and families.

/ Dr. Deborah Bergeron /

Dr. Deborah Bergeron
Director
Office of Head Start
Office of Early Childhood Development

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council Planning Committee
Meeting Minutes
September 1, 2020

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

2. **Call to Order**
   a. Meeting was called to order at 5:18 p.m. by Destiny Thompson Butler

3. **Roll Call and establish Quorum (half plus one)**
   a. Quorum was established.
   b. **PC Members present:** Nila Hogan & Destiny Thompson Butler
   c. **PC Members not present:** Nicole Cabe & Dalila Castillo

4. **Approval of Agenda**
   A motion to approve the agenda dated September 1, 2020 was made by Nila Hogan and seconded by Destiny Thompson Butler.
   Motion carried unanimously.

5. **Approval of Minutes**
   Motion to approve the minutes dated March 3, 2020 was made by Nila Hogan and seconded by Destiny Thompson Butler. Motion carried unanimously.

6. **Introduction of Guests**
   Guests in attendance tonight were Jerry Meade, Assistant Director; Sylvia Ortega, Quality Assurance Administrator; Vanessa Cortez, Administrative Analyst, and Leticia Villegas Program Assistant/Translator.

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. 2019-2020 Early Head Start Partnership & 2019-2020 Early Head Start San Joaquin Self-Assessment; Sylvia Ortega; Quality Assurance Administrator.
   Ms. Ortega explained that self-assessment is a procedure that takes place annually at the agency and is part of the Head Start Performance Standard. She added that the best time to make the assessment is at the end of the year, when all the information has been gathered. This report pertains to the 2019-2020 school year that ended before the COVID-19 pandemic began. Sylvia also explained that the agency analyzes ongoing monitoring results and aggregates data over time. Doing so allows CAPK to analyze data using a systematic approach and recognize how data is trending over time. Through the planning process, each subject is assigned a priority value, allowing us to identify urgent issues that have not been resolved through monitoring. This process also allows us to see if it relates to the program goals or if an issue would benefit from a different approach. Ms. Ortega reviewed all the key findings with the members and recommended approval. Nila Hogan moved to approve the 2019-2020 Early Head Start

Partnership Self-Assessment and the 2019-2020 Early Head Start Self-Assessment San Joaquin. Destiny Thompson Butler seconded the motion and it carried unanimously.

b. The Enrollment Report was shared for July 2020. Head Start of Kern reported a 72% enrollment rate and Early Head Start of San Joaquin reported 82% of enrollment during this reporting period. Early Head Start Kern and Early Head Start Child Care Partnership reported 83% & 49% respectively for the same reporting period.
   Mr. Meade provided updates on the enrollment rates. Starting with the Children with Disabilities section of the grant. Head Start Kern reported that .4% of their children have an IEP or IFSP and Early Head Start Kern reported 8%. Early Head Start Partnership reported a 1% enrollment for the same month. San Joaquin reported an enrollment of 7% for the same reporting period. In the over income category, none of the programs were above the10% goal. The highlight of the report states that the New Program Year began on 7-1-2020 for Full Year classrooms only.
c. Jerry shared that the division staffing report includes 26 vacant positions for the month July. Human Resources is working to fill these vacancies. Family Medical leave reports that in the number of employees on continuous leave was 10 and the total number of employees on intermittent family leave is 91.He added that in the compliance area, the reviews are being conducted and will continue to be conducted through desk-top monitoring to minimize the risk of transmission of COVID-19 to children and staff.
d. In the Child and Adult Care Food Program (CACFP) report, there was a total of 32,738 meals requested with 32,738 prepared by the Central Kitchen for the month June 2020. He added that 20,995 of those meals were paid for by USDA funds and 11,743 were paid by Head Start. The Central Kitchen prepared a total of 18,278 meals for the month of July.

9. Communications

None

10. Announcements

None

11. Adjournment

Meeting was adjourned at 6:18 p.m. The next meeting is scheduled for October 6, 2020.

Leticia Villegas, Program Assistant/Translator Completed 9/11/2020
Vanessa Cortez, Administrative Analyst, revised 9/15/2020

Asociación de Acción Comunitaria de Kern
Head Start / Desarrollo Infantil Estatal
Comité de Planeación del Concilio de Póliza
Resumen de la junta
1° de septiembre, 2020

1. **Bienvenida**
   Se le dio la bienvenida al grupo.

2. **Llamado de orden**
   a. Destiny Thompson Butler, presidente llamó al orden la junta a las 5:30 p.m.

3. **Pase de lista y establecimiento de cuórum (la mitad más uno)**
   a. Se estableció cuórum.
   b. **Miembros del comité presentes:** Destiny Thompson Butler, & Nila Hogan
   c. **Miembros del comité ausentes:** Dalila Castillo & Nicole Cabe

4. **Aprobación de la agenda**
Nila Hogan presentó una propuesta para la aprobación de la agenda con fecha del 1°de septiembre 2020, Destiny Thompson Butler la secundo. Propuesta aprobada por unanimidad.

5. Aprobación de minutos
Nila Hogan presentó una propuesta para la aprobación de los minutos con fecha del 2de marzo2020 2020, Destiny Thompson Butler la secundó. Propuesta aprobada por unanimidad.

6. Presentación de invitados
Los invitados que asistieron a la junta fueron: Jerry Meade, subdirector de Head Start; Sylvia Ortega, administradora de servicios de calidad; Vanessa Cortez, analista administrativa & Leticia Villegas Traductor, asistente del programa.

7. **Foro Publico**
(El público que desee dirigirse a al comité de Planeación, puede hacerlo en este momento; sin embargo, el comité no tomará ninguna acción que no sea referir el asunto al personal docente para estudio y análisis.)
Ninguno

7. Presentación y discusión de temas
   a. Autoevaluación de la Asociación de Early Head Start & Early Head Start de San Joaquín; Sylvia Ortega; administradora de servicios de calidad.
   La Sra. Ortega explicó que la autoevaluación es un procedimiento que se realza analmente en la agencia. Es parte del estándar de desempeño de Head Start. Agrego que el mejor momento para hacer la evaluación es a fin de año, cuando se ha recopilado toda la información pertinente. Este informe corresponde al año escolar 2019-2020, que termino antes de que COVID comenzara. También explico que la agencia intenta analizar los resultados de monitoreo continúo y revisa los datos del varios años, por lo tanto, la información no se refiere a un año en específico, es reconocer lo he ha sucedido, las tendencias; pero siempre tomando como tema principal la parte sistemática. A través del proceso de planificación, se le asigna un nivel de importancia, nuevamente dando prioridad a un problema sistemático, un problema urgente que no ha sido resuelto por medio del monitoreo, o si se relaciona con las metas de programa o antedicho problema se beneficiaria de un diferente

enfoque. La Sra. Ortega revisó los descubrimientos clave con los miembros del comité y recomendó la aprobación de los mismos. Nila Hogan presento una propuesta para la aprobación de la autoevaluación de la asociación de Early Head Start 2019-2020 y la autoevaluación de Early Head Start de San Joaquín, Destiny Thompson Butler la secundó. La propuesta fue aprobada por unanimidad.

b. El reporte de inscripción del mes de julio se compartió. Head Start de Kern reporto un 72% de inscripción, asimismo Early Head Start de San Joaquín obtuvo un 82% durante el mismo periodo de inscripción. Early Head Start y la asociación Early Head Start reportaron un 83 y 49 por ciento de inscripción respectivamente por el mismo periodo del reporte. Jerry informo que en la sección de niños con discapacidades Head Start Kern reporto un porcentaje de inscripción del 0.4; Early Head Start de Kern reporto un 8% de inscripción con niños identificados con un EIEPP e IFSP. La asociación de Early Head Start informó que su inscripción alcanzo el 1% para el mismo mes. San Joaquín reportó un porcentaje del 7% para el mismo periodo del reporte. En la categoría de ingresos altos, ninguno de los programas sobrepasó la meta del 10% de inscripción. Un dato destacado del reporte indica que el nuevo ciclo escolar del programa inició labores en 1° de julio 2020 solo para los salones de año complete.
c. Jerry compartió el reporte de la división de personal, el cual incluye 26 vacantes, para el mes de julio; la división de recursos humanos está trabajando arduamente para cubrir estas vacantes. Los reportes de licencia médica informan que durante el periodo del reporte 10 empleados se encuentran fuera de funciones con licencia médica continua y el total de empleados con licencia intermitente es de 91, también agregó que en el área desempeño se continuarán realizando las revisiones a través del monitoreo por escritorio, para minimizar el riesgo de transmisión de COVID-19 a los niños y el personal docente.
d. En el reporte del programa de alimentos para el cuidado de niños y adultos, (CACFP, siglas en inglés), se solicitaron un total de 32,278 de comidas preparadas por la cocina central, quienes proporcionaron el mismo número de las mismas durante el mes de junio. Se añadió que 20,995 de esas comidas fueron cubiertas con fondos del departamento de agricultura de Estados Unidos (USDA, siglas en inglés), y el resto, 11,743 se cubrieron con fondos de Head Start. La cocina central, según el reporte preparo un total de 18,278 comidas para el mes de julio.

8. <u>Comunicaciones</u>

Ninguna

9. <u>Anuncios</u>

Ninguno

10. <u>Clausura de sesión</u>

La sesión se clausuró a las 6:18 p.m. La próxima junta se llevará a cabo el 6 de octubre, 2020.

Leticia Villegas, Translator/ Program Assistant. Completed 9/11/2020
Vanessa Cortez, Administrative Analyst, revised 9/15/2020

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council Bylaws Committee
Meeting Minutes
September 8, 2020

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

2. **Call to Order**
   a. The meeting was called to order at 5:37 p.m. by Chairperson Nicole Cabe.

3. **Roll Call and establish Quorum (half plus one)**
   a. Quorum was established.
   b. **PC Members present:** Nicole Cabe, Isabelle Diaz, Andrea Martinez
   c. **PC Members not present:** Raeann Haggard

4. **Approval of Agenda**
   A motion made by Andrea Martinez to approve the agenda dated September 8, 2020; seconded by Isabelle Diaz. Motion carried unanimously.

5. **Approval of Minutes**
   A motion made by Andrea Martinez to approve the minutes dated February 11, 2020; seconded by Isabelle Diaz. Motion carried unanimously.

6. **Introduction of Guests**
   n/a

7. **Public Forum**
   (The public wishing to address the Policy Council Bylaws 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. The final draft version of the Policy Council Bylaws was reviewed with members. Edits as recommended by the subcommittee along with those from Administration were reviewed and discussed in detail. It was also stated the cover page logo would be updated to reflect the current CAPK Board approved graphic. During discussion, it was also noted that minor grammatical and formatting changes were also made to allow for a more consistent cohesive document. Upon review of the final draft version of the Policy Council Bylaws a motion was made by Andrea Martinez to approve the document to include changes as noted; seconded by Isabelle Diaz. Motion carried unanimously.

9. **Announcements**
   Nicole shared words of encouragement stating that she knows things are a little difficult right now with everyone transitioning into this virtual learning and virtual work and everything else in between but just remember we are all in this together and we should lean on each other if we have questions or need help with anything. Lisa thanked members for their time. The next meeting is scheduled for October 13, 2020.

10. **Adjournment**
    Meeting was adjourned at 5:57 p.m.

Asociación de Acción Comunitaria de Kern
Head Start / Desarrollo Infantil Estatal
Comité de Estatutos del Concilio de Póliza
Resumen de la Junta
8 de septiembre, 2020

1. **Bienvenida**
   Se dio la bienvenida a los miembros de la junta.

2. **Llamado al orden**
   - **a.** Se llamó al orden a la junta a las 5:37 p.m. por la presidenta Nicole Cabe.

3. **Pase de lista y establecimiento de cuórum (la mitad más uno)**
   - **a.** Se estableció cuórum.
   - **b. Miembros del comité presentes:** Nicole Cabe, Isabelle Díaz, Andrea Martínez
   - **c. Miembros del comité ausentes:** Raeann Haggard

4. **Aprobación de agenda**
   Andrea Martínez presento una moción para la aprobación de la agenda, fechada el 8 de septiembre, 2020; esta fue secundada por Isabelle Diaz. Moción aprobada por unanimidad.

5. **Aprobación de minutos**
   Andrea Martínez presentó una moción para la aprobación de los minutos, fechados el 11 de febrero, 2020; esta fue secundada por Isabelle Diaz. Moción aprobada por unanimidad.

6. **Presentación de invitados**
   n/a

7. **Foro Publico**
   (El público que desee dirigirse al comité de estatutos, puede hacerlo en este momento, sin embargo, el comité no tomara ninguna acción, más que referirlo a los empleados para su estudio y análisis.)
   Ninguno

8. **Presentación / discusión de temas**
   a. Se revisó el borrador final de los estatutos del concilio de póliza, junto con los miembros. Los cambios que recomendó el subcomité, junto con las sugerencias de la administración se revisaron y discutieron a fondo. También se habló del reemplazo del logo de la portada para que reflejara la gráfica aprobada por la junta directiva de CAPK. Durante la junta, se realizaron algunos cambios gramáticos y de formato, para dar paso a un documento más cohesivo y consistente. Una vez finalizada la revisión de la última versión del borrador final de los estatutos del concilio de póliza, Andrea Martínez, presentó una moción para aprobar el documento incluyendo los cambios anteriormente señalados; Isabelle Díaz la secundó. Moción aprobada por unanimidad.

9. **Anuncios**

   Nicole compartió palabras de aliento, reconociendo las dificultades a las que nos enfrentamos, la transición a trabajo virtual así como el trabajo escolar, además de todo lo demás que esto implica; entre todo esto debemos recordar que todos estamos juntos en esta situación y debemos apoyarnos entre sí, si tenemos dudas o necesitamos algún tipo de ayuda. Lisa agradeció la asistencia de los miembros. La próxima junta está programada para el 13 de octubre, 2020.

10. **Conclusión**

    La junta se clausuró a las 5:57 p.m.

COMMUNITY ACTION PARTNERSHIP OF KERN
Head Start/State Child Development

POLICY COUNCIL
BYLAWS

Bylaws Committee Reviewed: September 8, 2020
Policy Council Approval:
Board of Directors Approval:

ARTICLE I
NAME

The name of this organization will be Community Action Partnership of Kern Head Start/State Child Development Policy Council, hereafter known as the "Policy Council."

ARTICLE II
PURPOSE AND FUNCTIONS

SECTION 1. Purpose

An agency must establish and maintain a formal structure for program governance that includes a governing body and a Policy Council at the agency level. Policy Councils are responsible for the direction of the agency's Head Start and Early Head Start programs.

1. **General Procedures**
   - **a.** 1301.3 (a) Each agency must establish and maintain a Policy Council responsible for the direction of the Head Start program.
   - **b.** 1301.3 (b) A program must establish a Policy Council in accordance with section 642 (c)(2)(B) of the Head Start Act. Parents of children currently enrolled in each program option must be proportionately represented on the Policy Council.
   - **c.** 1301.6 Impasse Procedures. Each agency's governing body and Policy Council jointly must establish written procedures for resolving internal disputes between the governing body and Policy Council in a timely manner that include impasse procedures.

2. **Human Resource Management – Must approve or disapprove:**
   - **a.** 642(2)(D)(vi) Program personnel policies and decisions regarding the employment of program staff, consistent with paragraph (1)(E)(iv)(IX), including standards of conduct for program staff, contractors, and volunteers and criteria for the employment and dismissal of program staff.

ARTICLE III
MEMBERSHIP

SECTION 1. Membership

1. **Composition**
   - **a.** The Policy Council will be comprised of:
     Community Representatives – may be former Head Start parents or from the community. At least fifty-one percent (51%) of the Policy Council will be parents of children currently enrolled in the Head Start/State Child Development program.
   - **b.** A parent is defined as "a Head Start/Early Head Start child's mother or father, other family member who is the primary caregiver, foster parent, guardian or the person with whom the child has been placed for purposes of adoption pending a final adoption decree."

SECTION 2. Types of Membership

A parent must have a child currently enrolled in the Head Start/State Child Development program to be a member of the Regional Parent Committee (RPC). The RPC was developed to ensure the Policy Council is proportionately represented in each program option. The Policy Council membership shall consist of the following:

Region 1	Region 2	Region 3	Region 4	Home Base	EHS CC Partnership	EHS San Joaquin	Community Representative		CAPK Board of Directors
4 Parents	4 Parents	4 Parents	4 Parents	2 Parents	1 Parent	2 Parents	1 Past Parent	2 Community Agency	1 BOD Member

a. Regional Parent Committee meetings will be held as needed to elect members to the Policy Council.

b. If a member's child changes to another program option or region during the program year, they will remain on Policy Council until the position is filled. Once the position is filled, the current member will be terminated and encouraged to seek election with new parent committee.

c. In the event the member's child ages out of the Head Start/Early Head Start Kern, Early Head Start Child Care Partnerships, or the Early Head Start San Joaquin program, the member will continue their membership until the end of the Policy Council term.

1. Community Representatives

Community Representatives may be selected from the local community: businesses, public or private community, civic, and professional organizations as well as others who are familiar with resources and services for low-income children and families, including for example, parents of formerly enrolled children. 642(2)(B)(ii)(II)

a. Two (2) Community Representatives appointed by a community agency. Responsibilities will include a monthly verbal report on agency events and support to the Head Start program.

b. One (1) Community Representative-Past Parent Representative. The Past Parent elected to the Policy Council must not have a child or children currently enrolled in the Head Start/State Child Development Program. The Past Parent Representative must be in an elementary school Parent Teacher Association or Parent Teacher Organization. Responsibilities will include a monthly verbal report, sharing information that supports School Readiness for Head Start parents.

c. Community Representatives may serve on the Policy Council for a total of five (5) years (collective total as a parent Policy Council Member and/or Community Representative Policy Council Member.) Representatives must stand for election annually.

Community Representatives must apply and be approved by the Policy Council before they can be seated. Community Representatives will provide a monthly verbal report on current events that support the Head Start Program.

If any Community Representative becomes a Head Start parent during a Policy Council year, their current membership will be terminated. When a vacancy occurs, they may seek election with their new parent committee.

2. Board of Director's Representative:

One (1) member of the Board of Directors of the Community Action Partnership of Kern will be appointed to serve on the Policy Council each year. The appointed Board Member may serve as the Board of Director's Representative for up to five (5) years (collective total as a parent Policy Council Member, Community Representative Policy Council Member and/or Board of Director's Community Representative.)

SECTION 3. Seating and Training of Members

Parent representatives and community representatives are seated as official voting Policy Council members at the first Policy Council meeting following completion of their Policy Council orientation and training.

a. An annual orientation and training for **ALL** Policy Council members shall be provided within 30 (thirty) days after elections or as needed. Training must be attended prior to the following Policy Council Meeting. If training is not attended the member will be removed, and a vacancy will be available at the next RPC meeting. Only those Parent Representatives and Community Representatives who complete training shall be seated.

SECTION 4. Vacancy

When a Parent Representative position is vacated, the affected Regional Parent Committee will elect a new representative.

SECTION 5. Resignation

A member must give the Program Governance Coordinator a written or verbal statement of resignation.

SECTION 6. Termination/Absence

Membership may be terminated because of three (3) consecutive absences between Policy Council and/or subcommittee meetings throughout the year for any reason, *except absences for attending a Community Action Partnership of Kern function*, *or EXTREME weather conditions*. Policy Council Members will assume responsibilities until approval of termination is made by the Council.

Termination Appeal Process

1. Submit a written letter of appeal to the Program Governance Coordinator within ten (10) working days of receiving the notification of termination.
2. The Program Governance Coordinator will place the appeal on the following Policy Council agenda for full Policy Council vote.
3. The Policy Council's recommendation will be in effect for the remainder of the current Policy Council year.
4. If an appeal is approved, the termination/absence record will recommence.

SECTION 7. Term of Membership

Head Start Policy Council Representatives are limited to a combined total of three (3) one (1) year terms. Parent Representatives must stand for election annually. Once a parent has served a total of three (3) years and their child is no longer enrolled in the program they may seek re-election as a Past Parent Community Representative for an additional two (2) years. Any member holding membership for four (4) months or more on the Policy Council will be considered to have served one (1) full year.

SECTION 8. Conduct and Conflict of Interest

Any member of the Policy Council who fails to act in the best interest of the Policy Council, or the agency, may be removed by a two-thirds (2/3) vote of the membership in attendance, provided the member has been notified of the proposed action.

No person who serves on Policy Council may be employed by CAPK nor may they have a financial conflict of interest with the agency. The responsibilities of the council and its committees shall be independent of the staff. Individuals serving on the Policy Council may apply for employment with the agency at any time. Any Policy Council representative who accepts employment with CAPK must resign from the Policy Council immediately.

No person shall be employed with Community Action Partnership of Kern while a member of his/her family or a roommate serves on the Policy Council or any non-staff committee or delegate division of the agency. A member of the immediate family shall include any of the following; spouse, parent, step-parent, child, step-child, sister, step-sister, brother, step-brother, father-in-law, mother-in-law, brother-in-law, sister-in-law, daughter-in-law, son-in-law, grandparent, and/or domestic partner.

ARTICLE IV
OFFICERS

SECTION 1. Officers of the Policy Council

a. The Policy Council shall elect a Chairperson, Vice-Chairperson, Secretary, Treasurer, and Parliamentarian.
b. These officers shall perform the duties prescribed by these bylaws.
c. Currently enrolled parents may hold any office.
d. Officers will be elected by a majority vote at the first Policy Council meeting of the new school year and shall serve from election until the seating of new officers the following term.
e. If a standing officer is elected to another executive position, that person will be automatically terminated from his/her former position.
f. No member shall hold more than one office at a time.
g. If the Vice-Chairperson, Secretary, Treasurer or Parliamentarian resigns or is removed from his/her office, an election will be held at the next Policy Council meeting after the official resignation announcement or removal process is voted upon. The Policy Council Chairperson must appoint a Policy Council member to fill a vacant office on an interim basis until the next Policy Council meeting where a quorum is present, and an election for that office can be conducted.
h. If the Chairperson resigns or is removed from his/her office, the Vice-Chairperson will assume the office of Chairperson for the remainder of the term of office.

SECTION 2. Functions

1. Chairperson

a. The Chairperson shall preside over and conduct all meetings of the Policy Council in addition to those of the Executive Committee.
b. Assist in the development of the agenda with the Program Governance Coordinator and the Director of Head Start/State Child Development no later than ten (10) days prior to the meeting.
c. Refrain from entering debates during the Policy Council meeting.
d. Call the meeting to order on time, follow the agenda and have the ability to clarify the business at hand at all times.
e. Will explain each motion as needed.
f. May vote to break ties.
g. May acknowledge and approve urgent matters acting on behalf of the Policy Council.
h. Appoint members to standing committees and special committees, as necessary.
i. Appoint members to temporarily assume duties of absent officers.
j. In the event of resignation or termination of any Policy Council officer, the Chairperson may appoint a Policy Council representative to fill the vacancy on an interim basis until the next regular Policy Council meeting (see Article IV, Section I).

2. Vice-Chairperson

a. The Vice-Chairperson will chair the Planning Committee.
b. The Vice-Chairperson shall act in the absence of the Chairperson or whenever the Chairperson temporarily vacates/steps down from their position.
c. Perform other duties as may be assigned to him/her by the Chairperson.

3. Secretary

a. The Secretary will chair the School Readiness Committee.
b. Call roll and maintain a record of members' attendance at Policy Council meetings.
c. Keep a record of all Policy Council minutes.
d. In collaboration with staff, Policy Council recorder may be asked to assist with the final documentation of minutes and motions, if needed.
e. Ensure that Policy Council members sign in when attending meetings.
f. Perform other duties as may be assigned to him/her by the Chairperson.

4. Treasurer

a. The Treasurer will chair the Budget & Finance Committee.
b. Ensure a monthly Parent Activity Fund report is distributed to the Policy Council.
c. Perform other duties as may be assigned to him/her by the Chairperson.

5. Parliamentarian

a. The Parliamentarian will chair the Bylaws Committee.
b. Shall be able to define the Policy Council bylaws and advise the Council on such, as necessary.
c. Shall be aware of the format desired by the Chairperson at meetings and assist in keeping within that format.
d. Assist in preserving order during Policy Council meetings and as may be directed by the Chairperson.
e. Perform other duties as may be assigned to him/her by the Chairperson.

SECTION 3. Training of Officers

Training will be provided by appropriate agency staff or consultants within one (1) month of an officer's election. Training will include the functions, duties, responsibilities of the officers and may include how to make a motion, the Ralph M. Brown Act, and Robert's Rules of Order as Newly Revised, etc. Follow-up training will be provided by agency staff/consultants as needed.

ARTICLE V
PARENT REPRESENTATIVES TO THE HEAD START CALIFORNIA PARENT CONFERENCE AND NATIONAL HEAD START ASSOCIATION CONFERENCE

a. Pending the annual budget, elections may take place to attend Head Start California Parent Conference or National Head Start Parent Conference *for members who have not previously attended a training*. Alternates may be selected.
b. *If a 2nd or 3rd year Policy Council Member previously attended a conference and an opening is available, they may be considered to attend.*
c. Each member will be required to provide a verbal report of their experience to the Policy Council.

ARTICLE VI
POLICY COUNCIL MEETINGS

SECTION 1. Meetings

Regular Policy Council meetings will be held monthly as determined by the Policy Council. Standing committee meetings will be held based on the committee's vote. There are no Policy Council or standing committee meetings scheduled during the month of July. Any matters will be heard at Executive Committee meetings, as necessary.

a. All meetings may be conducted, but are not required, to follow Ralph M. Brown Act or Robert's Rules of Order, newly revised.
b. Notices of each regular meeting shall be sent to all Policy Council members at least five (5) working days in advance, with a copy of the agenda for the meeting and the minutes from the previous Policy Council meeting.

c. **Special Call Meetings** may be called by the Chairperson or the Director of Head Start/State Child Development. Quorum will be established at fifty percent (50%) plus one (1) of the Policy Council Executive Board.
d. Policy Council members must be notified at least twenty-four (24) hours prior to a special call meeting by staff, with an explanation of the reasons for calling the special meeting.
e. Meetings may be conducted using a web based and/or teleconference communication system when deemed necessary.
f. If a Policy Council meeting is to be held via teleconference the conference call number and sign in code must be provided to all members and made public.
g. All Policy Council meetings are open to the public.
h. The Chairperson, Program Governance Coordinator and Director of Head Start/State Child Development will meet to develop the agenda.

SECTION 2. Quorum

a. A quorum for the conducting of business will consist of fifty percent (50%) plus one (1) of the Policy Council members.
b. The Policy Council may not act on any items unless a quorum is present.

ARTICLE VII
VOTING RIGHTS

SECTION 1. Vote

a. The Policy Council will vote by a show of hands or stating "aye."
b. A Policy Council member may vote only if present at a meeting during which a vote is taken and may not vote by proxy or absentee ballot.
c. A Policy Council member who is out of the room or leaves the room during the time an action item is being discussed may not return to the room and vote.
d. The Chairperson may vote only to break a tie.
e. The Executive Committee may act and vote on behalf of the Policy Council between official Policy Council meetings if a quorum of Policy Council members cannot be met. Every effort will be made via mail and phone to remind Policy Council members of meetings.
f. The Chairperson, acting on behalf of the Policy Council may acknowledge and approve urgent matters.
g. Members joining the Policy Council meeting on a web-based or teleconference communication system will vote by a show of hands or by a verbal response to include the members' name.

ARTICLE VIII
STANDING COMMITTEES

SECTION 1. Standing Committees

a. Each Policy Council member must participate on one (1) standing committee. Policy Council members may sit on a maximum of two (2) standing committees during the Policy Council year. Standing committees shall develop written recommendations and will be reflected in the committee meeting minutes and placed on the next Policy Council agenda. Minutes shall be available upon request except for meetings involving discussions of agency employees or potential employees, which are deemed confidential.

- Head Start Representative for CAPK Board of Directors - One (1) member
- Budget and Finance-Seven (7) members
- Planning –Seven (7) members
- Bylaws –Seven (7) members
- School Readiness –Five (5) members

b. The Executive Committee shall be comprised of five (5) members. The Chairperson, Vice-Chairperson, Secretary, Parliamentarian, and Treasurer of the Policy Council. The Executive Committee will determine its meeting schedule.

c. In the event a standing committee is unable to carry out its assigned functions in a timely manner (i.e. inability to maintain membership, inability to obtain meeting quorum, etc.), the Policy Council will be responsible for all functions described in Article II.

SECTION 2. Quorum

a. A quorum of a standing committee shall consist of fifty percent (50%) plus one (1) of the membership of the committee.

b. A standing committee may not conduct business unless a quorum is present.

SECTION 3. Voting

a. A committee member may only vote when present at a meeting during which a vote is taken and may not vote by proxy or absentee ballot.

b. A majority vote is required to approve an issue/recommendation.

c. A committee chairperson may vote only to break a tie.

SECTION 4. Function of the Board of Directors Representative

Policy Council members will be given the opportunity to nominate and vote for a representative of the Policy Council to be seated on the Board of Directors.

a. The elected Policy Council member will need to be available to attend all monthly Board of Director's meetings and assigned subcommittee meetings to represent the Head Start program.

b. The elected member will meet with the Program Governance Coordinator five (5) days prior to the board meeting to review and prepare for a verbal report provided to the board.

c. In the event the current member is unable to fulfill duties as a Board Representative, the position will re-open for election of a new representative at the following Policy Council meeting.

SECTION 5. Function of the Budget and Finance Committee

The Treasurer will chair the Budget and Finance Committee. The Budget and Finance Committee will perform the following functions:

Work with the Governing Board and agency staff in developing/reviewing the following for recommendation to the Policy Council for approval/disapproval:

1. 1301.3 (c)(1) in reference to section 642(2)(D)(iii) as specified in the Head Start Act. Applications for funding and amendments to applications for funding for programs under this subchapter, prior to submission of applications described in this clause.
2. 1301.3 (c)(1) in reference to section 642(2)(D)(iv) as specified in the Head Start Act. Budget planning for program expenditures, including policies for reimbursement and participation in policy council activities.
3. 1301.3 (e) A program must enable low-income members to participate fully in their policy council or policy committee responsibilities by providing, if necessary, reimbursements for reasonable expenses incurred by the low-income members.

SECTION 6. Function of the School Readiness Committee

The Secretary will chair the School Readiness Committee. The School Readiness Committee will perform the following functions:

Work with agency staff to review current School Readiness goals based on most recent Desired Results Developmental Profile data collected during annual assessment timeframes.

1. Each committee member will review current curriculum studies within the classroom.

2. Each committee member will be given the opportunity to provide feedback based on current curriculum practice and to compare to current School Readiness goals.
3. Each committee member will be given the opportunity to review and make recommendations to current School Readiness goals as needed or on an annual basis.

SECTION 7. Planning Committee

The Vice-Chairperson will chair the Planning Committee. The Planning Committee will perform the following functions:

Work with the Assistant Director-Program or designee, agency staff, Policy Council, and the Governing Board to ensure that members are aware of established agency time frames and procedures for program planning.

The following Governance responsibilities are cited from the Head Start Program Performance Standards 1301.3 Policy Council in reference to the Head Start Act, as amended 642(2)(D)(i-iv)(vi)

1. (i) Activities to support the active involvement of parents in supporting program operations, including policies to ensure that the Head Start agency is responsive to community and parent needs.
2. (ii) Program recruitment, selection and enrollment priorities.
3. (iii) Applications for funding and amendments to applications for funding for programs under this subchapter, prior to submission of applications described in this clause.
4. (iv) Budget planning for program expenditures, including policies for reimbursement and participation in policy council activities.
5. (vi) Program personnel policies and decisions regarding the employment of program staff, consistent with paragraph(1)(E)(iv)(IX), including standards of conduct for program staff, contractors, and volunteers and criteria for the employment and dismissal of program staff.

SECTION 8. Bylaws Committee

The Parliamentarian will chair the Bylaws Committee. The Bylaws Committee will perform the following functions: 1301.3(c)(1) Policy Council is responsible for activities specified at section 642(2)(D)(v)(vii) of the Head Start Act.

1. (v) Bylaws for the operation of the policy council.
2. (vii) Developing procedures for how members of the policy council of the Head Start agency will be elected.
3. Review and recommend changes to the bylaws.
4. Interpret the bylaws when questions arise.
5. Ensure amendments are rewritten into the bylaws on an annual basis.

SECTION 9. Ad Hoc Committees

Ad hoc committees will be formed for a specific case, situation or purpose when deemed necessary. Representatives may volunteer or will be appointed by the Chairperson.

ARTICLE IX
REIMBURSEMENT OF EXPENSES

Policy Council members and Community Representatives shall be entitled to reimbursement for childcare and/or transportation expenses, as outlined in the agency's Program Governance Reimbursement Policy.

ARTICLE X
DISCIPLINARY ACTION

SECTION 1. Definition

Disciplinary action is designed to correct and/or abate any inappropriate actions made by Policy Council members. Disciplinary action may result from a concern, problem, complaint, or grievance brought against Policy Council members. Disciplinary action is applicable to all Policy Council members.

SECTION 2. Inappropriate Actions

Inappropriate actions shall include:

- **a.** Violation(s) of the Policy Council Bylaws.
- **b.** Violation of Center and/or Policy Council chain of command regarding concerns, problems, or complaints.
- **c.** Personal misconduct when representing the Policy Council or Community Action Partnership of Kern.
- **d.** Falsification of or making material omissions on forms, records, or reports.
- **e.** Actual or threatened physical violence toward another employee, client, child, or parent.
- **f.** Possessing or bringing firearms, weapons, illegal drugs, or chemicals onto agency property, including vehicles.
- **g.** Using, possessing, or being under the influence of alcohol or controlled substances, as defined by law, while conducting Policy Council business or on agency property.
- **h.** Theft, unauthorized use, and possession or removal of Head Start or agency funds, property, records, or other materials or items belonging to another employee or client.
- **i.** Destroying or damaging Head Start, employee, or client property or records.
- **j.** Violating safety rules or practices or engaging in conduct that creates a safety or health hazard.
- **k.** Unauthorized disclosure of confidential information about the agency or any of its clients to the news media or the general public. Any disclosure of confidential client information to anyone, including other employees (refer to "*Oath of Confidentiality*").
- **l.** Smoking on agency property, in buildings and/or vehicles.
- **m.** Engaging in unlawful activity.
- **n.** Directly or indirectly engaging in outside business or financial interests or activities which conflict in any way with the interest of the agency.
- **o.** Sexual harassment or other unlawful harassment of an employee, Policy Council or Governing Board member, parent, or community representative.
- **p.** Inciting conflict or hostilities.
- **q.** Bringing false accusations to the Policy Council or any of its committees.
- **r.** Slanderous or libelous remarks against members of the Policy Council, Board of Directors, parents or agency staff or clients.
- **s.** Failure to respect and promote the unique identity of each child and family and refrain from stereotyping based on gender, race, ethnicity, culture, religion, sexual preference, or disability.

SECTION 3. Disciplinary Action Process

Disciplinary actions may be initiated by submitting a **written statement** to the Director of Head Start/State Child Development, Program Governance Coordinator, and/or the Policy Council Chairperson. The written statement shall identify the inappropriate actions (see Article X, Section 2.) Written statements must be submitted within ten (10) working days following the occurrence. An acknowledgment of receipt shall be made within five (5) working days by the Director of Head Start/State Child Development.

SECTION 4. Recommendations

The Policy Council member in question shall receive a copy of the written allegations concerning his/her actions and shall be given an opportunity to discuss the statement with the Chairperson and the Director of Head Start/State Child Development prior to any action being taken. The Chairperson will respond to the Policy Council in one (1) or more of the following ways:

- **a.** Recommend that the involved parties discuss the issues and work toward a resolution.
- **b.** Provide a written recommendation to the involved parties outlining corrective action to be taken.
- **c.** Recommend termination by the Policy Council.
- **d.** Dismiss the allegation as unfounded or not within the responsibility of the Policy Council.

The Policy Council's final vote will remain in effect for subsequent years.

ARTICLE XI
CONCERNS, PROBLEMS, AND COMPLAINTS

SECTION 1. Definition

- **a.** ***Concerns.*** Concerns shall be defined as any issue about which there is an interest, uncertainty, or apprehension relevant to the Community Action Partnership of Kern's Head Start/State Child Development Program *(see Section 3)*.
- **b.** ***Problems.*** Problems shall be defined as any issue about which there is a question raised for inquiry, consideration, or solution relevant to the Community Action Partnership of Kern's Head Start/State Child Development Program (*see Section 3)*.
- **c.** ***Complaints.*** Complaints shall be defined as a formal **written** allegation against a person or organization relevant to the Community Action Partnership of Kern's Head Start/State Child Development Program.

SECTION 2. Who May Bring Concerns, Problems, and Complaints to the Policy Council?

Any member of the general community and Policy Council members may bring concerns, problems and/or complaints to the Policy Council through appropriate channels. Complaints shall follow an established protocol for communication. Concerns are to be reviewed, investigated as necessary, and recommendations presented to the Policy Council by the Director of Head Start/State Child Development.

SECTION 3. Concerns, Problems, and Complaints

- **a.** Appropriate channels for General Community:
  1. Submit in writing to the Policy Council Chairperson and/or attend a Policy Council meeting. If a person from the community would like to speak to the Policy Council, they will have five (5) minutes to inform the Council. A person from the community must submit in writing, within ten (10) working days, the concern or complaint they are having with Community Action Partnership of Kern's Head Start/State Child Development Program.
  2. The Policy Council Executive Committee will respond within ten (10) working days to the concern or complaint.
  3. If the Policy Council Executive Committee cannot resolve the concern or complaint, it will be sent to Administration for resolution. **Board of Directors will make a final decision on an as needed basis.**
- **b.** Appropriate channels for Policy Council Representatives.
  1. Submit in writing or talk to the Program Governance Coordinator. If you need help submitting the concern or problem in writing, assistance can be obtained from the Program Governance Coordinator.
  2. The Program Governance Coordinator and/or Head Start/State Child Development Director will contact the Policy Council Representative within ten (10) working days.

ARTICLE XII
IMPASSE

SECTION 1. Procedure for Resolution of Impasse between the Governing Body and Policy Council

The Policy Council and Community Action Partnership of Kern Board of Directors shall follow the arbitration process outlined in Head Start Performance Standards 1301.6(b)(c).

1. (b) If the agency's decision-making process does not result in a resolution and an impasse continues, the governing body and policy council must select a mutually agreeable third party mediator and participate in a formal process of mediation that leads to a resolution of the dispute.
2. (c) For all programs except American Indian and Alaskan Native programs, if no resolution is reached with a mediator, the governing body and policy council must select a mutually agreeable arbitrator whose decision is final.

ARTICLE XIII
PARLIAMENTARY AUTHORITY

The Policy Council has adopted Robert's Rules of Order as parliamentary authority, however, retains the power to deviate from this formal structure when considered necessary by the Policy Council Chairperson, Parliamentarian or Staff Sponsors.

Responsibility

The Program Governance Coordinator will be responsible for implementing this policy and tutoring all staff who need the knowledge and skills necessary to assist in implementation.

ARTICLE XIV
AMENDEMENT TO THE BYLAWS

These bylaws may be amended by sending a copy of the proposed amendments to each Policy Council member at least five (5) working days before the meeting. The Policy Council will conduct a first reading of the proposed amendment. The Policy Council may debate/discuss and revise any amendment. A vote for adoption of the amendments must be approved by fifty percent (50%), plus one (1) of the members present at the Policy Council meeting.

Be Counted in the 2020 Census

The Census is easier than ever.
Every Californian can now respond to the 2020 Census **online** and by **phone**.

Complete the Census today!

Visit **my2020census.gov** for more information.



It pays to be counted.

Not being counted could impact funding for our:

- **Emergency services**
- **Health care and food assistance programs**
- **Schools, child care, and early childhood services**
- **Businesses and job creation**
- **Housing support**
- **Transportation**

Not being counted could also mean less California Congressional members and Electoral College votes to truly represent our communities.



Your privacy is protected.

The Census Bureau is bound by Federal law to protect your responses. Your answers cannot be used against you by any law enforcement or immigration agency or court.

There is no citizenship question on the 2020 Census.

The Census Bureau will **never** ask you any questions related to your immigration or citizenship status. Additionally, there will be **no questions** asking for your:

- Social Security number
- Money or donations
- Political party
- Bank or credit card account numbers



Questions Asked on the 2020 Census

01 Name

02 Household Size

03 Homeownership and renting status

04 Phone Number

05 Sex

06 Age

07 Ethnicity

08 Race



Why does the Census ask these questions?

- The goal of the 2020 Census is to count the entire U.S. population once. Every person matters. This is why it is important to include people staying at your house temporarily as of Census Day (April 1, 2020).
- Providing your name and telephone number help the Census Bureau contact you if there are any questions about your responses.
- The rest of the questions help plan and fund government programs for specific groups, such as rural communities or low-income families. Your answers can also be used to enforce anti-discrimination laws and policies.

my2020census.gov | 844-330-2020

CaliforniaCensus.org

@cacensus

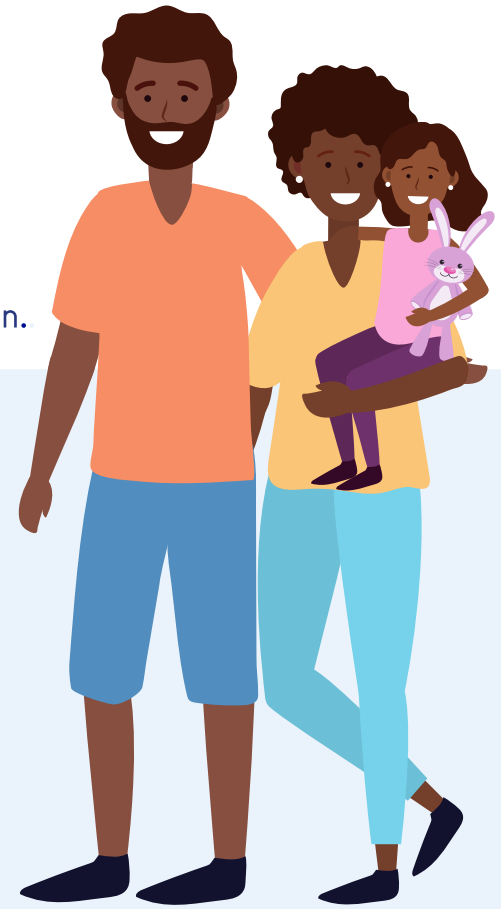
CDPH mcah California WIC Women, Infants & Children CA Census 2020

Sea contado en el Censo 2020

El Censo es más sencillo que nunca. Cada californiano puede responder ahora el Censo 2020 **en línea** y por **teléfono**.

¡Complete el Censo hoy!

Visite **my2020census.gov/es** para obtener más información.



Vale la pena ser contado.

No ser contado podría afectar el financiamiento para:

- servicios de emergencia
- programas de atención médica y asistencia alimentaria
- escuelas y servicios de cuidado infantil y de la infancia temprana
- negocios y creación de empleos
- apoyo a la vivienda
- transporte

No ser contado también podría significar tener menos miembros de California en el Congreso y menos votos en el Colegio Electoral para representar verdaderamente a nuestras comunidades.



Su privacidad será protegida.

La ley federal le exige a la Oficina del Censo proteger sus respuestas. Sus respuestas no pueden ser usadas en su contra por ninguna agencia encargada del cumplimiento de la ley o de inmigración ni ningún tribunal.

En el Censo 2020 no se incluyen preguntas sobre la ciudadanía.

La Oficina del Censo **nunca** le hará preguntas relacionadas con su estado migratorio o ciudadanía. Además, tampoco se incluirán preguntas sobre:

- número de Seguro Social
- dinero o donaciones
- partido político
- números de cuentas bancarias o de tarjetas de crédito



El Censo 2020 realizará las siguientes preguntas

01 Nombre

02 Tamaño del hogar

03 Si es propietario o inquilino

04 Número de teléfono

05 Sexo

06 Edad

07 Origen étnico

08 Raza



¿Por qué se hacen esas preguntas en el Censo?

- El objetivo del Censo 2020 es contar de una sola vez a toda la población de los Estados Unidos. Cada persona importa. Por eso es importante incluir a las personas que se encuentran temporalmente en su casa el día del Censo (1° de abril de 2020).
- Si proporciona su nombre y número de teléfono, la Oficina del Censo podrá comunicarse con usted en caso de que haya alguna duda acerca de sus respuestas.
- Las demás preguntas ayudarán a planificar y financiar los programas de gobierno para grupos específicos, como las comunidades rurales o las familias de bajos ingresos. Sus respuestas también pueden ser utilizadas para hacer cumplir las leyes y políticas contra la discriminación.

my2020census.gov/es | 844-468-2020

CaliforniaCensus.org/es

@cacensus

CDPH mcah CALIFORNIA WIC WOMEN, INFANTS & CHILDREN CA CENSUS 2020

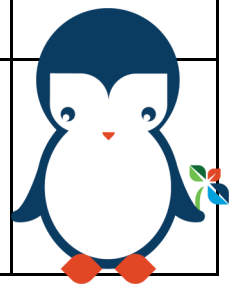
Adventist Health

FIRST 5 KERN
Sponsored by First 5 Kern. Paid for by Proposition 10.

Children's Mobile Immunization Program

September 2020

- Vaccines are FREE for children ages 0-5 regardless of health insurance.
- Vaccines are FREE for children ages 6-18 who meet one of the following criteria:
  1. No health insurance
  2. Enrolled in Medi-Cal (Please bring Medi-cal card to every visit.)
  3. American Indian or Native Alaskan
- We offer the Hemoglobin test FREE of charge for children , expecting/postpartum mothers, regardless of health insurance.
- Your child's Immunization cards are required.
- Please be aware that our program DOES NOT offer TB skin tests or physicals.
- Clinics may be canceled due to weather conditions. Please call our office prior to arriving.
- We may stop registration 30 minutes before closing time.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2 Albertson's 1520 Brundage Ln. (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	3 CMIP by appointment only. (Please call office to schedule) 8:30 am—11:30 am 12:00 pm—3:00 pm	4	5
6	7	8 CMIP by appointment only. (Please call office to schedule) 8:30 am—11:30 am 12:00 pm—3:00 pm	9 Kern County Dept. of Human Services 100 E. California Ave (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	10 Walmart 2601 Fashion Plaza (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	11	12
13	14 Greenfield Family Resource Center 5400 Monitor Street (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	15	16 Adventist Health Bakersfield 2800 Chester Ave. (Parking Lot@29th) 1:00 pm—3:00 pm 3:30 pm—6:00 pm	17	18	19
20	21 Walmart Supercenter 5075 Gosford Rd. (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	22	23 New Life Church 4201 Stine Road (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	24 Danica's School of Dance 5101 C. Lake Isabella Blvd., **Lake Isabella** 9:30 am—11:30 am 12:00 pm—1:45 pm	25	26
27	28	29 CMIP by appointment only. (Please call office to schedule) 8:30 am—11:30 am 12:00 pm—3:00 pm	30		**Hi I'm Pip!**	

Prior to attending one of the clinics listed, please call (661) 869-6740, for additional instructions

Due to COVID-19 precautions, children over the age of 5 require an appointment.

To view our clinic schedule online visit http://www.adventisthealthbakersfield.org/immunizations

Adventist Health

FIRST 5 KERN
Sponsored by First 5 Kern. Paid for by Proposition 10.

Children's Mobile Immunization Program

Septiembre 2020

* Vacunas son GRATIS para niños menores de 5 años sin importar cobertura medica.
* Vacunas son GRATIS para niños de 6-18 años que cumplen uno de los siguentes criterios:
  1. No aseguranza medica
  2. Inscrito a Medi-Cal (Favor de traer la tarjeta de Medi-cal en cada visita)
  3. Indio Americano o Nativo de Alaska
* Ofrecemos prueba de Hemoglobina GRATIS para niños, mujeres embrazadas/postparto sin importar corbertura medica.
* La tarjetas de vacunas de su hijo(a) son requeridas.
* NO OFRECEMOS pruebas de tuberculosis o exámenes fisicos.
* Las clinicas podran ser canceladas por condiciones del clima. Porfavor llame antes de ir a la clinica móvil.
* Podemos parar de registrar 30 minutos antes de cerrar.

DOMINGO	LUNES	MARTES	MIERCOLES	JUEVES	VIERNES	SABADO
		1	2 Albertson's 1520 Brundage Ln. (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	3 CMIP solo con cita. (Favor de llamar a la oficina para una cita) 8:30 am—11:30 am 12:00 pm—3:00 pm	4	5
6	7	8 CMIP solo con cita. (Favor de llamar a la oficina para una cita) 8:30 am—11:30 am 12:00 pm—3:00 pm	9 Kern County Dept. of Human Services 100 E. California Ave (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	10 Walmart 2601 Fashion Plaza (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	11	12
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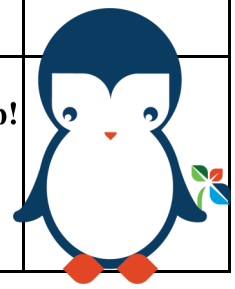
27	28	29 CMIP solo con cita. (Favor de llamar a la oficina para una cita) 8:30 am—11:30 am 12:00 pm—3:00 pm	30		**Hola soy Pip!**	



Favor de llamar al (661) 869-6740 antes de acudir a una de las clinicas para mas instrucciones

Debido a precauciones de COVID-19, niños mayores de 5 años necesitan hacer cita.

Para ver la programacion de clinicas visite la pagina http://www.adventisthealthbakersfield.org/immunizations

Fire Prevention Safety



On January 26, 2013, there was a large power surge and electrical fire at one of the centers. Thankfully, it was a Saturday and nobody was there. Nobody got hurt. There are, however a couple of things we need to talk about.

First, no matter how inviting an empty room looks, if that room contains either electrical panels or computer & telephone equipment you cannot store your items in that room. This is not a space for you to store brooms, toys, mops, or even chairs. The room is ***only*** for electrical and computer components. Nothing else goes in these rooms. Items stored in the room can be fuel for the fire and give off toxin fumes if there is a fire.

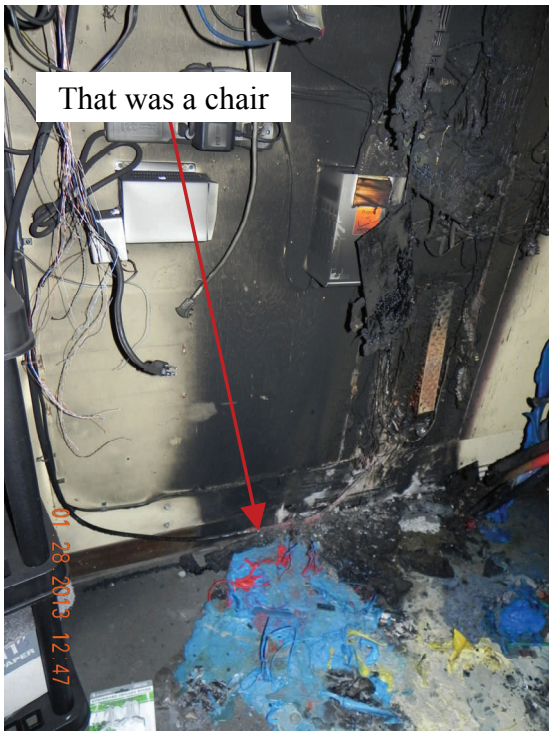
Second, do not store any items in or around hot water tanks. Items stored here can catch fire from a pilot light. This will also add fuel for a fire.

Lastly, below is a fire prevention checklist. Each site/location/program needs to complete one. The perfect time to compete the checklist is when you do your monthly self-inspection. After you have completed the check list please send it in with your self-inspections .

Everyone is responsible for maintaining fire safety by avoiding and/or creating fire hazards with either flammable materials (careful storage, disposal) or sources of ignition (smoking, electrical equipment). All fire exits and routes must be kept clear, well lit, and unlocked.

In the event of a fire, your only responsibility is to get out of the building. Warn others in the area so they can get to safety also. Never go back to your desk to get your keys, purse, cell phone, or to turn off equipment. This is especially important with indoor fires. Most people die from smoke, poisonous gases and panic (usually the result of not knowing what to do). Know your evacuation plan!!

For child care providers keep the children calm, following your evacuation plan exit the building with them.



Staff are required to make an orderly exit and assemble at the appointed designated area. Staff hosting visitors are required to ensure that visitors follow the agency procedures in evacuating the building and to be accounted for during roll-call.

Everyone is responsible for fire prevention at work not only for your safety but also for that of your co-workers, students, and visitors. The best way to prevent workplace fires is to be aware of and on the lookout for potential fire hazards. Report hazardous situations to your supervisor immediately. Know the location of fire extinguishers and other emergency equipment that is available to you. During an actual emergency, protect yourself. Do not get involved if it is not safe.

Remember you are responsible for preventing fires, but not to put out major fires. Fight the fire only if you can do it safely with proper extinguishing materials. In general, never battle the blaze unless the firefighters request your help.

Things not to do

Check to see if there's heat or smoke coming in the cracks around the door. (You're checking to see if there's fire on the other side.)

- If you see smoke coming under the door — **don't open the door!**
- If you don't see smoke — touch the door. If the door is hot or very warm — **don't open the door!**
- If you don't see smoke — and the door is not hot — then use your fingers to lightly touch the doorknob. **If the doorknob is hot or very warm — don't open the door!**

Remember if you open the door, it could lead to a flashover or backdraft.

What's that?

A flashover is "the rapid transition to a state of total surface involvement in a fire of combustible materials within an enclosure," in other word the fire engulfs the entire room.

A backdraft is "an explosion, of greater or lesser degree, caused by the inrush of fresh air from any source or cause, into a burning building, where combustion has been taking place in a shortage of air." In other words, the fire explodes.





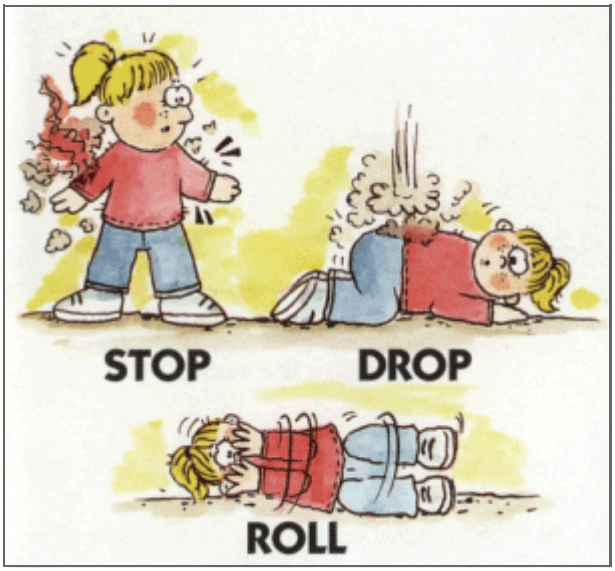
Stay Low

If you can see smoke in the house, stay low to the ground as you make your way to the exit. In a fire, smoke and poisonous air hurt more people than the actual flames do. You'll breathe less smoke if you stay close to the ground.

Smoke naturally rises, so if there is smoke while you're using your escape route, staying low means you can crawl under most of it. You can drop to the floor and **crawl on your hands and knees** below the smoke

If Your Clothes Catch Fire

A person's clothes could catch fire during a fire or by accident, like if you step too close to a candle. If this happens, don't run! Instead, stop, drop to the ground, cover your face with your hands, and roll. This will cut off the air and put out the flames. An easy way to remember this is: **Stop, Drop, and Roll!**



VOICE OF SAFETY

Fire Extinguisher Safety

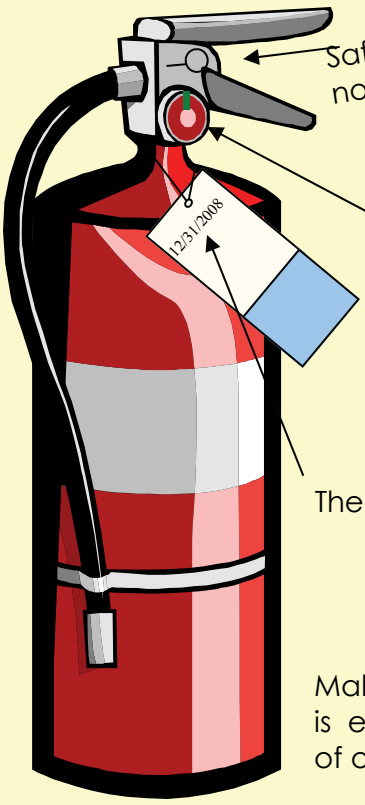
Fires can be frightening, but what's even more frightening is not being prepared for them. With just a little training, you can become better equipped to deal with a fire should one ever start in your home or while at work. Check out this article to learn the differences between the many types of fires and extinguishers, and how best to extinguish these various fires.

Do not attempt to extinguish any fire before calling for help.
Always leave an exit to escape before using an extinguisher.

Assess the fire. The fire you encounter can be varied in size. Depending on the amount of fuel, available oxygen, and the heat source present, your fire could be quite large or very small. You probably won't need a fire extinguisher to put out a candle and you won't be able to put out an entire home with one fire extinguisher.

Your Fire Extinguisher

What to look for when inspecting the extinguisher.



Assess the type of fire. Fire extinguishes have 3 main classes; A, B, and C as well as 2 less common classes of fire extinguishers D and K. The extinguishing agent can be water, dry chemical, halon, CO_2 or special powder.

Class A: suitable for wood, paper and regular combustible fires and is usually 2 1/2 gallons of pressurized water.

Class B: suitable for gasoline or oil fires is usually dry chemical. Extinguishers smaller than 6lbs are not recommended.

Class C: suitable for electrical fires and can be halon or CO_2. Halon 1211 and 1301 is very expensive and depletes the ozone layer as well. Halon is being replaced by environmentally clean agents such as FM200.

Class D: used for water reactive metals such as burning magnesium and is in the form of a powder that must cover the material to extinguish it.

Class K: special purpose wet chemical agents for use in Kitchen fires and deep fryers.

Many Fire Extinguishers will work on a combination of fire classes. You will need to decide what type of fire you have, and ensure that your fire extinguisher is compatible with the fire you are attempting to extinguish. An all purpose ABC dry chemical (10lb extinguisher) is a safe bet for most fires.

Remember the **PASS** word.

- **PULL the pin:** This unlocks the operating lever and allows you to discharge the extinguisher.
- **AIM low:** Point the extinguisher nozzle (or hose) at the base of the fire.
- **SQUEEZE the lever above the handle:** This discharges the extinguishing agent. Releasing the lever will stop the discharge.
- **SWEEP from side to side:** Moving carefully toward the fire, keep the extinguisher aimed at the base of the fire and sweep back and forth until the flames appear to be out.

Be Red Cross Ready

Prepare so you can protect.

American Red Cross

Esté preparado para los incendios forestales durante el COVID-19

Un incendio forestal es un incendio no planificado y no deseado en un área natural, como un bosque, un pastizal o una pradera. Los incendios forestales están aumentando en tamaño e intensidad en los Estados Unidos, y se espera que estas tendencias continúen. A medida que las comunidades se expanden en áreas naturales, las viviendas se ubican cada vez más en o cerca de áreas propensas a incendios forestales, llamada la interfaz urbano-rural. De hecho, un tercio de todas las viviendas en los Estados Unidos se encuentran en la interfaz urbano-rural y se enfrentan a un mayor riesgo de incendios forestales. A medida que las condiciones cálidas y secas se convierten en la norma en muchas comunidades, los expertos nos recomiendan pensar en el riesgo de incendios forestales todo el año. Los incendios forestales ocurren en cualquier lugar en el país y pueden producirse en cualquier momento a lo largo del año. La posibilidad siempre es mayor en los períodos con poca lluvias o sin lluvias, lo que hace que los arbustos, el césped y los árboles se sequen y se quemen más fácilmente. Los fuertes vientos también pueden contribuir a que un incendio se propague. Si vive en un área propensa a incendios forestales, prepárese ahora y trabaje con sus vecinos para desarrollar una comunidad adaptada a incendios. Comprenda que su planificación podría ser diferente este año a causa de la necesidad de protegerse y proteger a los demás contra el COVID-19. El COVID-19 nos afecta a todos, incluso a los bomberos, y un aumento en las infecciones puede comprometer su habilidad para responder a incendios. Ahora más que nunca, necesitamos prepararnos a nosotros y a nuestras comunidades para los incendios forestales mientras que a la vez tomamos medidas para protegernos mutuamente del COVID-19.

Protéjase y proteja a los demás del COVID-19

La pandemia del COVID-19 sigue representando un grave riesgo para la salud pública. Para más información, visite espanol.cdc.gov/coronavirus/2019-ncov/index.html y redcross.org/coronavirus-espanol.

- Cuando esté en público, cubra su boca y nariz con un tapaboca de tela y practique el distanciamiento físico manteniéndose a unos 6 pies de distancia con los demás. No coloque tapabocas de tela en niños pequeños menores de 2 años, personas que tengan dificultad para respirar o que no puedan sacárselo sin asistencia. Evite el contacto cercano con personas que no comparten su hogar.
- Lavarse las manos con frecuencia con jabón y agua durante al menos 20 segundos. El agua y el jabón siempre se prefieren, pero si no los tiene disponibles, use un desinfectante para manos con al menos 60% de alcohol.
- Siempre cúbrase la tos y estornudos con un pañuelo de papel o hágalo en el pliegue del codo.
- Limpie Y desinfecte los elementos y superficies de mucho contacto a diario, incluso mesas, picaportes, interruptores de luz, mesadas, manijas, escritorios, teléfonos, control remotos, teclados, inodoros, grifos y lavabos.
- Si usted tiene un mayor riesgo de contraer una enfermedad grave por COVID-19, siga evitando todas las reuniones y salidas no esenciales. Está bien salir para hacer ejercicio, pasear a las mascotas, visitar profesionales médicos y salir en caso de emergencia o si se recomienda evacuar durante un incendio forestal.

Prevenir incendios forestales

La prevención es esencial ya que las personas causan el 85 por ciento de los incendios forestales al quemar escombros, usar equipo de manera incorrecta, arrojar cigarrillos descuidadamente, dejar fogatas de campamento sin supervisión o provocar incendios intencionales.

- No conduzca su vehículo sobre césped o arbustos secos. Los componentes calientes debajo del vehículo puede iniciar incendios.
- Use los equipos con responsabilidad. Las cortadoras de césped, motosierras, tractores y podadoras pueden provocar incendios forestales.

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- Tenga cuidado cada vez que usa el fuego. Deseche las briquetas de carbón y las cenizas de las chimeneas adecuadamente, nunca deje un fuego al aire libre sin supervisión, y asegúrese de apagar completamente los incendios al aire libre antes de dejar el área.
- Si se permite la quema de escombros residenciales, ¡tenga cuidado! Después de obtener los permisos necesarios, asegúrese de que no esté restringido quemar escombros en su área actualmente.
- Guarde los materiales combustibles o inflamables en contenedores de seguridad aprobados en un lugar alejado de la vivienda.
- Mantenga la parrilla a gas y tanque de propano al menos a 15 pies de distancia de cualquier estructura. No use la parrilla durante condiciones climáticas potencialmente peligrosas para incendios. Siempre tenga un extintor de incendios o manguera cerca.

Antes: Entienda su riesgo

Impactos de los incendios forestales

Los incendios forestales pueden causar muerte o lesión a personas y animales. Las viviendas y negocios pueden verse dañados o destruidos. Los cortes de energía prolongados pueden persistir antes, durante y después de un incendio forestal. Además, el transporte, el gas y las comunicaciones y otros servicios pueden verse interrumpidos. Los incendios forestales aumentan la posibilidad de erosión, deslizamientos de tierra, inundaciones, flujos de escombros y calidad del agua alterada.

Entienda su riesgo

Averigüe si vive en un área propensa a incendios forestales. Contacte a su agencia de manejo de emergencias del gobierno estatal o local para que lo ayuden a entender su riesgo local a incendios forestales.

- Para una lista de agencias estatales, visite fema.gov/emergency-management-agencies (en inglés).
- Contacte a su departamento de bomberos estatal o local para solicitar ayuda para entender su riesgo a incendios forestales. Para una lista de departamentos de bomberos, visite apps.usfa.fema.gov/registry/ (en inglés).

Verifique los recursos de los departamentos de salud estatales, locales, tribales y territoriales para más información sobre los casos y muertes por COVID-19 en su área.

- Para información de contacto, visite usa.gov/espanol/agencias-estatales.

Impactos para la salud por el humo de los incendios forestales y el COVID-19

El humo de los incendios forestales es una mezcla compleja de contaminantes del aire que son dañinos para la salud humana. La exposición a contaminantes del aire por el humo de los incendios forestales puede irritar los pulmones, causar inflamación, alterar la función inmunológica y aumentar la susceptibilidad a infecciones respiratorias, como el COVID-19. La investigación reciente sugiere que la exposición a contaminantes del aire empeora los síntomas y resultados del COVID-19. El humo de los incendios forestales puede enfermar a cualquiera, pero las personas con enfermedades crónicas, niños y mujeres embarazadas tienen más riesgo de enfermedad grave. Las personas que se sabe que son vulnerables a la exposición al humo de los incendios forestales incluyen:

- Niños menores de 18 años
- Adultos de 65 años o más
- Mujeres embarazadas
- Personas con condiciones de salud crónicas como enfermedad cardíaca o pulmonar, incluso asma y diabetes
- Trabajadores al aire libre
- Personas de bajo nivel socioeconómico, incluso personas sin hogar y con acceso limitado a atención médica.

Las personas que son susceptibles o están afectadas por el COVID-19 pueden tener condiciones de salud que también las hace vulnerables a la exposición al humo de los incendios forestales. Las personas que también podrían estar en riesgo del humo de los incendios forestales debido al COVID-19 incluyen:

- Las personas inmunocomprometidas o que toman medicamentos para inhibir el sistema inmune;
- Las personas con COVID-19 o que se están recuperando del COVID-19. Debido a la función cardíaca y pulmonar comprometida a causa del COVID-19, estas personas pueden tener mayor riesgo de los efectos para la salud de la exposición al humo de los incendios forestales.

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Para más información sobre el humo de los incendios forestales y su salud, hable con su proveedor de atención médica y visite cdc.gov/air/wildfire-smoke/es/default.htm.

Antes: Prepare su hogar y la comunidad

Entender los incendios forestales es una parte clave de la preparación. Las brasas, pequeñas piezas de madera y vegetación en llamas, son la forma más común en que las casas se incendian durante los incendios forestales. Un incendio forestal no envuelve todo a su paso, solo avanza a lugares que cumplen con los requisitos de combustión. Si altera el tipo, el tamaño, la cantidad y el espaciado de la vegetación y otros combustibles, puede influir el movimiento de un incendio forestal y disminuir la posibilidad de prender fuego su vivienda.

Manejo de la vegetación

- Zonas de ignición del hogar: Para aumentar las posibilidades de que su hogar sobreviva a un incendio forestal, elija materiales de construcción resistentes al fuego y limite la cantidad de vegetación inflamable en las tres zonas de ignición del hogar. Las zonas incluyen la Zona Inmediata: (0 a 5 pies alrededor del hogar), la Zona Intermedia (5 a 30 pies) y la Zona Extendida (30 a 100 pies).

- Paisajismo y mantenimiento: Para reducir la ignición de las brasas y la propagación del fuego, pode las ramas que sobresalen del hogar, el porche y la plataforma y pode las ramas de los árboles grande de hasta 6 a 10 pies (dependiendo de su altura) del suelo. Retire las plantas que contienen resina, aceite y ceras. Use piedras trituradas o grava en lugar de mantillos inflamables en la Zona Inmediata (0 a 5 pies alrededor del hogar). Mantenga su jardín en buenas condiciones.

Construcción resistente al fuego

- Techos y ventilaciones: Los productos para techos de clase A resistentes al fuego, como tejas compuestas, metal, concreto y losetas de barro ofrecen la mejor protección. Inspeccione las tejas o losetas de techo y reemplace o repare las que estén flojas o faltantes para evitar la penetración de brasas. Encierre los aleros, pero proporcione ventilación para evitar la condensación y moho. Se deben examinar las ventilaciones del techo y el ático para evitar el ingreso de brasas.
- Plataformas y porches: Nunca guarde materiales inflamables debajo de plataformas o porches. Retire la vegetación muerta y los escombros de debajo de las plataformas y porches y entre los tablones de las plataformas.
- Revestimiento y ventanas: Las brasas pueden acumularse en pequeños rincones y grietas y encender materiales combustible; el calor radiante de las llamas puede romper ventanas. Use revestimiento resistente al fuego como ladrillo, fibra de cemento, yeso y estuco, y use ventanas de vidrio templado de doble panel.
- Asegúrese que su hogar y el vecindario tengan nombres de calles legibles y claramente marcados.

Únase a los esfuerzos de toda la comunidad

Los incendios forestales afectan a comunidades enteras. Sin una acción de toda la comunidad para manejar la vegetación y usar construcción resistente al fuego en todo el vecindario, los incendios forestales pueden propagarse fácilmente a lo largo de una comunidad. Infórmese sobre los esfuerzos en su área y participe. Conviértase en una comunidad adaptada al fuego mediante la construcción de asociaciones sólidas y colaborativas entre el gobierno local, el servicio del departamento de bomberos local y los miembros de la comunidad.

- Contacte a su gobierno local/departamento de bomberos para entender los esfuerzos que ya están en curso y cómo puede involucrarse.
- Explore los recursos existentes:
  - usfa.fema.gov/wui_toolkit/wui_tools.html (en inglés).
  - nfpa.org/Public-Education/Fire-causes-and-risks/Wildfire/Firewise-USA (en inglés).

Antes: Aprenda habilidades, reúna suministros, elabore planes

Prepárese ahora para tener el conocimiento, las habilidades y los suministros esenciales para cubrir sus necesidades básicas y protegerse usted y a los demás del COVID-19.

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Aprenda habilidades esenciales

- Aprenda primeros auxilios y RCP. La Cruz Roja Americana tiene una variedad de clases en línea para aprender estas habilidades. Además, descargue la aplicación gratuita Primeros Auxilios App (First Aid App).
- Aprenda cómo protegerse usted y a los demás del COVID-19 en espanol.cdc.gov/coronavirus/2019-ncov/index.html
- Aprenda cómo protegerse usted y a sus seres queridos del humo de los incendios forestales en cdc.gov/air/wildfire-smoke/es/default.htm

Reúna suministros de emergencia

Personalice esta lista de suministros básicos (en inglés) para cubrir sus necesidades. Concédase más tiempo de lo normal para preparar sus suministros. La entrega en el hogar es la opción más segura. Si su única opción es salir a hacer las compras personalmente, tome medidas para proteger la salud de todos cuando sale a hacer mandados esenciales.

- Kit para quedarse en casa (suministros de emergencia para 2 semanas): Incluya todo lo que necesita para quedarse en casa durante al menos 2 semanas con artículos tales como alimentos, agua, suministros de limpieza y desinfectantes, jabón, productos de papel y artículos de higiene personal.
- Kit de evacuación (3 días de suministros en una "bolsa para llevar"): Incluya todo lo que necesita si tiene que evacuar y estar solo durante 3 días: alimentos, comida, artículos de higiene personal, suministros de limpieza y desinfectante que pueda usar si está fuera de casa (pañuelos de papel, desinfectante para manos con 60% de alcohol y toallas desinfectantes).
    - Para protección contra el COVID-19, asegúrese de tener tapabocas de tela para todos en su hogar que puedan usarlo de manera segura. Los tapabocas no brindan protección contra el humo de los incendios forestales.
    - Para el humo de los incendios forestales, los respiradores N95 (en inglés) brindan protección, pero puede haber escasez ya que los trabajadores de la salud de primera línea los usan durante la pandemia. Los respiradores se deben usar correctamente y no están hechos para los niños.
- Medicamentos recetados: Guarde un suministro para 7 a 10 días de medicamentos recetados en un contenedor a prueba de agua y niños para llevarse con usted en caso de evacuación. Para cualquier medicamento, asegúrese de seguir las indicaciones atentamente.

Elabore un plan de evacuación

Aprenda el plan de evacuación de su comunidad. Luego, elabore y practique un plan de evacuación con los miembros de su vivienda. Sepa a dónde irán, cómo llegarán allí, dónde se quedarán, cómo puede protegerse usted y a los demás contra el COVID-19 y qué llevarán.

- Pregunte a amigos o familiares fuera de su área si puede quedarse con ellos. Si tienen a alguien en su vivienda que está en mayor riesgo de enfermedad grave por COVID-19, realice otros arreglos. Hable con hoteles, moteles y campings para ver si están abiertos. Averigüe qué recursos para refugiarse tiene a su disposición preguntándoles a funcionarios de manejo de emergencias, y pregunte si los planes de refugio se han adaptado a causa del COVID-19. Familiarícese con las recomendaciones de los CDC para mantenerse seguro en un refugio de desastre público durante la pandemia del COVID-19. Tenga un plan para sus mascotas.
- Conozca las pautas y requisitos vigentes con respecto al COVID-19 para cualquier lugar donde planea ir para evacuación y refugio.
- Si va a necesitar compartir un transporte, haga planes al respecto ahora. Si va a necesitar usa el transporte público, incluido el para transporte, comuníquese con su agencia de manejo de emergencias local para preguntar cómo funcionará una evacuación. Si tiene auto, manténgalo en buenas condiciones de funcionamiento y mantenga el tanque de combustible lleno.
- Si tiene una discapacidad, necesita ayuda para caminar, tiene poca visión, es ciego, es sordo o tiene dificultades de audición, desarrolle un plan de evacuación completo con su familia y proveedores de atención. Evalúe sus habilidades y necesidades antes, durante y después de un desastre. Cree una red de apoyo personal que lo ayude. Si recibe tratamiento médico regular, trabaje con su médico para determinar cómo mantener el tratamiento si debe evacuar.
- Recuerde, si las autoridades le aconsejan que evacúe, esté preparado para irse inmediatamente con su kit de evacuación ("bolso de evacuación" de suministros de emergencia).
- Siempre preste atención a las condiciones en su área. Tal vez no reciba una orden de evacuación, ya que estos sistemas no son perfectos. Esté preparado para tomar la iniciativa si evalúa la necesidad de evacuar.

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Planifique protegerse del humo de los incendios forestales

La mejor manera para protegerse de los efectos dañinos del humo de los incendios forestales es reducir la exposición al humo de los incendios forestales, por ejemplo, yendo a refugios con aire más limpio y espacios con aire más limpio (en inglés).

- Mientras estén vigentes las pautas de distanciamiento social. encontrar aire más limpio puede ser un desafío si las instalaciones públicas como bibliotecas, centros comunitarios y centros comerciales se encuentran cerrados o con capacidad limitada.
- Cree un espacio de aire más limpio en el hogar para protegerse del humo de los incendios forestales durante la pandemia del COVID-19.
    - Use un limpiador de aire portátil en una o más habitaciones. Los limpiadores de aire portátiles funcionan mejor cuando operan continuamente con las puertas y ventanas cerradas.
    - Las unidades de filtración de ventilador de caja hágalo usted mismo (en inglés) nunca deben quedar sin supervisión.
    - Durante los períodos de calor extremo, preste atención al pronóstico de temperatura (en inglés) y sepa cómo mantenerse seguro en el calor.
    - Si es posible, use aire acondicionado, bombas de calor, ventiladores y persianas para mantener su espacio de aire más limpio fresco en los días calurosos.
    - Si tiene un sistema de aire forzado en su hogar, puede ser necesario consultar con un profesional calificado en calefacción, ventilación y aire acondicionado (HVAC, por sus siglas en inglés) sobre los diferentes filtros (HEPA o MERV-13 o superior) y las configuraciones (recircular y "encendido" en lugar de "Automático") que se pueden utilizar para reducir el humo en interiores.
    - Evite las actividades que creen más contaminación del aire en interiores o exteriores, como freír alimentos, barrer, pasar la aspiradora y usar electrodomésticos a gas.
- Limite el ejercicio al aire libre cuando hay humo afuera o elija actividades de intensidad más baja para reducir la exposición al humo.
- Si bien los respiradores N95 (en inglés) brindan protección para el humo de los incendios forestales, puede haber escasez ya que los trabajadores de la salud de primera línea los usan durante la pandemia.
- Los tapabocas que se utilizan para lentificar el contagio del COVID-19 ofrecen poca protección contra los contaminantes del aire dañinos en el humo de los incendios forestales porque estos tapabocas no capturan la mayoría de las pequeñas partículas en el humo.
- Para más información sobre cómo protegerse del humo de los incendios forestales, hable con su proveedor de atención médica y visite
    - cdc.gov/coronavirus/2019-ncov/php/smoke-faq-sp.html
    - epa.gov/airnow/smoke_fires/prepare-for-fire-season-508.pdf (en inglés)
    - epa.gov/airnow/smoke_fires/respiratory-protection-508.pdf (en inglés)

Asegúrese de poder monitorear las condiciones cambiantes

Tenga acceso a las alertas y notificaciones para poder monitorear las condiciones y recibir instrucciones de los funcionarios locales, incluso durante un corte de luz. Esté al tanto de los incendios cerca de usted para poder estar preparado para evacuar rápidamente.

- Regístrese para recibir las alertas de emergencia gratuitas que su comunidad ofrece.
- Comprenda el plan de su comunidad para notificar a las personas con discapacidades.
- Descargue la aplicación gratis de emergencias "Emergencia - Cruz Roja Americana".
- Compre una radio que funcione a batería para recibir información de las autoridades locales durante un corte de luz.
- Para recursos nacionales sobre los pronósticos de incendios forestales, visite weather.gov/fire/ (en inglés) y inciweb.nwcg.gov/ (en inglés)
- Use el Índice de Calidad del Aire (AQI, por sus siglas en inglés) para evaluar las condiciones de la calidad del aire local y regional.
- Visite airnow.gov (en inglés) para encontrar información confiable sobre el humo de los incendios forestales y la calidad del aire.
- Si hay un incendio forestal grande en su área, se puede asignar un Asesor de Recursos del Aire (en inglés) para brindar pronósticos regulares de humo de incendios forestales (en inglés).

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Sepa qué tipo de notificaciones esperar y qué hacer cuando las reciba. El Servicio Meteorológico Nacional emite Alertas de Clima Propicio para Incendios y Advertencias de Bandera Roja para alertar a los departamentos de bomberos el inicio o posible inicio de condiciones climáticas secas y críticas que podrían llevar a un rápido aumento en la actividad de incendios forestales. El tipo de patrones del clima que pueden causar una alerta o advertencia incluyen baja humedad relativa, vientos fuertes, combustibles secos, la posibilidad de rayos secos o cualquier combinación de lo anterior.

- Se emite una Alerta de Clima Propicio para Incendios cuando pueden existir condiciones climáticas en las próximas 12-72 horas. El peligro de incendio es alto.
- Se emite una Advertencia de Bandera Roja para eventos del clima que pueden resultar en comportamiento extremo del fuego que se producirá dentro de las 24 horas. Una Advertencia de Bandera Roja es la alerta máxima. Durante estos tiempos, se insta el cuidado extremo de todos los residentes, porque una simple chispa puede causar un gran incendio forestal.

Elabore un plan de comunicación

Cree un plan para reconectarse con los seres queridos y para conectarse con su red de apoyo y otros contactos de emergencia si las redes de comunicación no funcionan. Tenga una batería de respaldo para cargar su teléfono celular.

- Complete una tarjeta de contacto (en inglés) para cada miembro de su vivienda y red de apoyo, y asegúrese de que la lleven con ellos. Designe a un contacto fuera de la ciudad que pueda ayudar a los miembros de su hogar a reconectarse. Los mensajes de texto funcionan bien. Es posible que un mensaje de texto se envíe cuando una llamada no conecta.

Proteja documentos importantes

Proteja los documentos importantes, incluidos registros personales, financieros, médicos y de seguros, para que pueda comenzar a recuperarse de inmediato.

- Actas de nacimiento, pasaportes, credenciales del Seguro Social, pólizas de seguro, escritura, hipoteca, locación, documentos de préstamo. Fotos de sus pertenencias.
- Fotos digitales actuales de sus seres queridos actualizadas cada seis meses, especialmente las de los niños.
- Lista de medicamentos, alergias y equipo médico.
- Consulte Desastres y planificación financiera (en inglés) y Kit de primeros auxilios para emergencia financiera para más información.

Durante: Responda de manera apropiada

Evacúe de inmediato si se aconseja. Siempre preste atención a las condiciones en su área. Tal vez no reciba una orden de evacuación, ya que estos sistemas no son perfectos. Esté preparado para tomar la iniciativa si evalúa la necesidad de evacuar.

Pasos previos a la evacuación

Cuando se anticipa una evacuación, siga estos pasos (si el tiempo lo permite):

- Cierre todas las ventanas y puertas. Retire persianas, cortinas inflamables y cierre las persianas de metal.
- Mueva los muebles inflamables hacia el centro de su vivienda, lejos de las ventanas y las puertas.
- Cierre el gas en el medidor; apague las luces piloto. Apague el aire acondicionado.
- Reúna los elementos inflamables del exterior de la vivienda y llévelos adentro (muebles del patio, juguetes, contenedores de basura).
- Apague los tanques de propano. Mueva los aparatos de propano de la barbacoa lejos de las estructuras. No deje los rociadores o el agua corriendo, pueden afectar la presión crítica del agua.
- Estacione su vehículo en la calzada con el vehículo cargado y todas las puertas y ventanas cerradas.
- Asegúrese de que su Kit de Suministros de Emergencia esté en su vehículo. Busque a sus mascotas y llévelas con usted.

Evacúe

Debe seguir todas las instrucciones de evacuación provistas por los funcionarios de inmediato para su seguridad. Váyase en cuanto los bomberos recomiendan la evacuación para evitar quedar atrapado en el fuego, humo o congestión de tránsito.

Si se le aconseja irse, evacúe.

- Los oficiales determinarán las áreas a ser evacuadas y las rutas de escape para usar dependiendo de la ubicación y el comportamiento del fugo, los vientos y el terreno.
- Se le notificará sobre las posibles evacuaciones lo antes posible. Debe tomar la iniciativa de estar informado y al tanto. Escuche los anuncios de los funcionarios locales en la radio/TV.

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Después: Manténgase a salvo

No vuelva a su hogar hasta que las autoridades digan que es seguro.

- No vuelva a su hogar hasta que los bomberos digan que es seguro.
- Tenga cuidado cuando ingresa a áreas quemadas ya que aún pueden existir peligros, incluso puntos calientes, que pueden prenderse sin advertencia.
- Evite líneas eléctricas, postes y cables dañados o caídos.
- Preste atención a los hoyos de ceniza y márquelos para su seguridad; advierta a la familia y los vecinos que también se mantengan alejados de los hoyos.
- Siga la pauta de salud pública con respecto a la limpieza segura de cenizas y use mascarillas de manera segura. Los niños no deben hacer ningún trabajo de limpieza.
- Asegúrese de que sus alimentos y agua sean seguros para el consumo.
- Descarte la comida que ha sido expuesta al calor, humo u hollín.
- NUNCA use agua que cree que podría estar contaminada para lavar platos, lavarse los dientes, preparar comida, lavarse las manos, hacer hielo o fórmula para bebés.

Cuide de la salud emocional

Cuando experimentamos un desastre u otro evento estresante de vida, podemos tener una variedad de reacciones, que pueden incluir:

- Sentirse físicamente y mentalmente agotado
- Tener dificultades para tomar decisiones o mantener la concentración en temas
- Sentirse frustrado fácilmente con más frecuencia
- Discutir más con familia y amigos
- Sentirse cansado, triste, adormecido, solo o preocupado
- Experimentar cambios en el apetito o en los patrones de sueño

La mayoría de estas reacciones son temporarias y desaparecerán con el tiempo. Trate de aceptar sus reacciones. Busque formas para dar un paso a la vez y concéntrese en cuidar de sus necesidades relacionadas con el desastre y las de su familia. Preste especial atención a los niños en su familia.

- Visite cruzrojaamericana.org (en inglés) para más información sobre la recuperación emocional
- Línea de Ayuda Nacional de Angustia por Desastres: Disponible para todos los que atraviesan estrés emocional en relación con un desastre. Llame al 1-800-985-5990 o envíe TalkWithUs por mensaje de texto al 66746 para hablar con un asesor de cuidado
  - Sordos/capacidad auditiva reducida. Envíe TalkWithUs por mensaje de texto al 66746. Use su servicio de retransmisión preferido para llamar al 1-800-985-5990. TTY 1-800-846-8517
  - Hispanohablantes. Llame al 1-800-985-5990 y presione "2 o, desde los 50 estados, envíe el mensaje de texto Hablanos al 66746. Desde Puerto Rico, envíe el mensaje de texto Hablanos al 1-787-339-2663
- Si se siente abrumado con emociones como tristeza, depresión, ansiedad o si siente que quiere lastimarse o lastimar a otra persona, llame al 911 o a la Línea de Ayuda Nacional de Prevención del Suicidio al 1-800-273-TALK (1-800-273-8255)

Referencias

- Asociación Nacional de Protección contra Incendios
- Centros para el Control y la Prevención de Enfermedades
- Agencia Federal para el Manejo de Emergencias

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BALLET FOLKLORICO RAICES MEXICANAS 2020 VIRTUAL PERFORMANCE



Enjoy the music and traditional dancing of Ballet Folklorico Raices Mexicanas de Maria Valdovinos.

September 9, 2020 – October 6, 2020

Admission: **Free**

Location: **Facebook**

Contact: Raquelle Deyto

Email: raquelle.deyto@stocktonca.gov

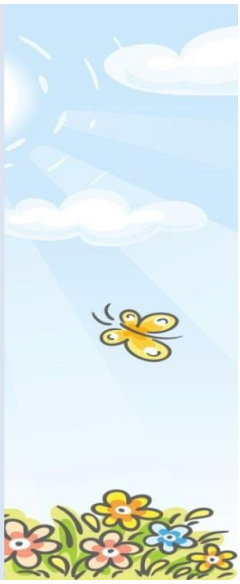


Community Connection for Child Care
Professional Development
Calendar

October 2020

Register online at
www.caregistry.org
Virtual Trainings hosted via Zoom

For training information in English
call 661-861-5271 or 661-861-5201
Para información de capacitación en
Español llamada 661-861-5208



All dates are contingent upon participation /registrations. Please confirm dates beforehand.
Todas las fechas están sujetas a participación/inscripción. Por favor de confirmar fechas con anterioridad.

Date/Fecha **October 2020** **Octubre 2020**	**Training** **Entrenamiento**	**Time** **Hora**	**Presenter** **Presentado por**	**Location** **Ubicación**
October 6th	**Lead Prevention** ENGLISH	**6:30 p.m. – 8:30 p.m.**	**Imelda Ceja-Butkiewicz** *Kern County Department of Public Health*	**Virtual Zoom Training**
October 8th	**Safe Sleep – SIDS Awareness** ENGLISH	**6:30 p.m. – 8:30 p.m.**	**Rowena Inocentes** *Kern County Department of Public Health*	**Virtual Zoom Training**
October 20th	**Prevención de plomo** Lead Prevention ESPAÑOL	**6:30 p.m. – 8:30 p.m.**	**Imelda Ceja-Butkiewicz** *Kern County Department of Public Health*	**Virtual Zoom Training**
October 22nd	**Desarrollo de la primera infancia: una perspectiva multicultural anti-sesgo** Childhood Development – An Anti-Bias Multi-Cultural Perspective ESPAÑOL	**6:30 p.m. – 8:30 p.m.**	**Lillian Pimentel-Stratton** *Bakersfield College*	**Virtual Zoom Training**

Registration for the workshops will now be online through **www.caregistry.org** . Create a log in if you have not already done so. When logged in follow the following steps to register for workshops:

1. Click on the left tab titled **Training Calendar**
2. Under **Sponsor Name** type in ***Community Connection*** and click **Search**. The list of workshops will come up.
3. Click on the circle next to the workshop you want to attend, then click **View Event Details** on bottom left corner.
4. Finally, click on the **Enroll Now** tab. An email confirmation will be sent to you.

La inscripción para los talleres será a través de **www.caregistry.org** . Cree un registro si aún no lo ha hecho. Una vez conectado, siga los siguientes pasos para registrarse en los talleres:

1. Haga clic en la pestaña izquierda titulada **Calendario de Capacitación**
2. Donde dice **Nombre de Patrocinador** favor de escribir ***Community Connection*** y haga clic donde dice **Buscar.** Aparecerá la lista de talleres.
3. Haga clic en el círculo junto al taller al que desea asistir y, a continuación, haga clic en **Ver detalles del evento** en la esquina inferior izquierda.
4. Finalmente, haga clic en la pestaña **Inscribirse ahora**. Se le enviará un correo electrónico de confirmación.

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Community Action Partnership of Kern

Kern County Department of Human Services
Opportunity. Options. Empowerment.

Need Health Insurance?

You may be eligible for health care
coverage for little to no cost!
Health coverage is **IMPORTANT** to you and your family.



Dial 2-1-1 *or* 1-800-273-2275

What is Medi-Cal?

Medi-Cal is a program which pays for health care services provided to qualifying low income individuals and families who live in California.

Apply today! Call 2-1-1 for more information.

www.C4Yourself.com

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Opportunity. Options. Empowerment.

¿Necesita cobertura Médica?

Usted podría ser elegible para cobertura de salud.
A bajo costo La cobertura de salud es **IMPORTANTE**
para usted y su familia.



¡Solicítelo hoy!

Marque **2-1-1** o **1-800-273-2275**

¿Qué es Medi-Cal?

Medi-Cal es un programa que paga por servicios médicos para personas y familias que viven en California, y cumplen con ciertos requisitos de ingresos.

¡Solicítelo hoy! Llame el 2-1-1 para obtener más información.

www.C4Yourself.com

Completely FREE!
Dental Screenings for
Children 0-5 years of age







Is your agency interested in providing dental services to children 0 -5 years of age?

Our dental services are easy and convenient. Dental services can even be provided as parents and children sit in their vehicle!
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Children will receive:

- **A Dental Screening & application of fluoride varnish to prevent decay.**
- **A toothbrush, toothpaste and dental information.**
- **Signed dental form needed for kinder. Registration**
- **FREE Dental Treatment with a Pediatric Dentist, if needed**

(Appointments are scheduled with parents)

The Kern County Children's Dental Health Network
is a program operated by
The Kern County Superintendent of Schools
Funded by FIRST 5 KERN

1800 30th St. Suite 230
Bakersfield, CA 93301
661-377-0328
www.kccdhn.org

San Joaquin County
Public Health Services
health grows here

- ☐ **Administration** (209) 468-3411
  Supports major functions of the Department such as department management, health statistics and reporting, personnel, accounts payable, purchasing, payroll processing, expense reimbursement claims.
- ☐ **Black Infant Health Program (BIH)** (209) 953-7074
  Provides support, education, and referrals for high-risk African-American families and infants up to one year of age; empowerment-focused group support services and case management.
- ☐ **Birth Certificates and Other Vital Records** (209) 468-8600
  Registers births, deaths and fetal deaths occurring in the county. Provides certified paper copies of birth certificates and other vital records (e.g., death certificates).
- ☐ **California Children's Services (CCS)** (209) 468-3900
  Statewide program that coordinates and pays for medical care and therapy services for eligible clients under 21 years of age.
- ☐ **Cal-Learn** (209) 468-3880
  Provides support, education, and referrals for pregnant and parenting teens receiving CalWORKs cash aid, to help them finish high school or get a GED.
- ☐ **Child Health and Disability Prevention Program (CHDP)** (209) 468-8335
  Provides oversight to CHDP medical providers and community clinics as well as connects low-income children and children in foster care to community resources in relation to preventative health care, treatment services and diagnostic referrals for ages 0 – 21.
- ☐ **Child Passenger Safety Program** (209) 953-7309
  Provides one-on-one car seat installation assistance to parents and caregivers by appointment at PHS and at community check-up events, conducts car seat education classes in the community.
- ☐ **Childhood Lead Poisoning Prevention Program (CLPPP)** (209) 468-2593
  Provides education and resources for the community in order to raise awareness of the dangers of lead poisoning. Home visitation and inspections are also available for children found to be severely lead-poisoned.
- ☐ **Chronic Disease and Injury Prevention Programs** (209) 468-3368
  Works with community partners across the County on strategies to reduce the risks associated with diabetes, hypertension, and other chronic conditions (e.g., healthier diets, more physical activity, monitoring blood pressure, appropriate medications). Also, works with traditional and non-traditional partners on the prevention of injuries (e.g., as a result of traffic, pedestrian, and bike crashes, senior falls, drowning, suffocation, poisoning, etc.).
- ☐ **Communicable Disease Control Program** (209) 468-3822
  Conducts case investigation of reportable communicable diseases, outbreak management, contact identification, patient and community education, and consultation to physicians, infectious disease practitioners, nursing facilities, schools, and day care programs.
- ☐ **Emergency Preparedness Program (EP)** (209) 468-9361
  Provides education and training to improve public health emergency readiness for individuals, families and the community-at-large.
- ☐ **Epidemiology** (209) 468-9841
  Provides surveillance and monitoring of health data as well as supporting programs' needs for health-related data (e.g., social determinants of health); shares health information with the community through data reports and requests.
- ☐ **Fetal Infant Mortality Review Program (FIMR)** (209) 468-3004
  Member of Countywide multi-disciplinary team that reviews fetal and infant deaths to identify, develop, and implement recommendations that will improve community resources and health service delivery systems for women and children. The goal is to reduce the overall number of deaths as well as the disparity of fetal and infant deaths among African Americans.

☐ **In Home Supportive Services (for Elderly, Blind and Disabled)** (209) 468-2202
Nurses assess homes and provide referrals and recommendations to families.

☐ **Laboratory** (209) 468-3460
California State and Federally certified facility that provides high-complexity testing services for San Joaquin as well as a number of neighboring Counties.

☐ **Local Oral Health Program** (209) 468-8620
In partnership with SJ TEETH, provides coordination of oral health activities to reduce the burden or oral disease among vulnerable and underserved populations throughout the County.

☐ **Maternal, Child, and Adolescent Health Program (MCAH)** (209) 468-3004
Set of integrated programs designed to improve the health of California's women of reproductive age, infants, children, and adolescents, and their families.

☐ **Medical Therapy Program** (209) 943-6361
Provides Physical Therapy and Occupational Therapy for children with physical disabilities up to age 21 years with a qualifying medically eligible condition.

☐ **Nurse Home Visiting Program** (209) 468-3004
Conducts home visits for high-risk families with infants; nurses conduct developmental assessments, provide parent education, and make care referrals.

☐ **Nutrition Education and Obesity Prevention Program (NEOP)** (209) 468-3842
Conducts education, outreach, as well as policy, systems, and environmental changes to promote increased access to and consumption of healthy foods and beverages, physical activity, and food security with the goal of preventing obesity and related chronic diseases.

☐ **Public Information and Communication** (209) 468-3571
Develops and coordinates communication and outreach strategies from PHS to the community (e.g., programs' educational materials, social media activities) as well as maintains media relations.

☐ **STDs/HIV/AIDS Programs** (209) 468-3820
Coordinates STD and HIV/AIDS related services. Provides counseling as well as education and prevention services that include street-based outreach and activities at schools and correctional facilities; case management to assist persons living with HIV/AIDS.

☐ **STOPP Smoking Prevention Program** (209) 468-8211
Works in partnership with the Smoking & Tobacco Outreach and Prevention Coalition to promote a tobacco-free county.

☐ **STOPP Helpline* (local number)** (209) 468-2415
Makes referrals to community programs to help stop smoking.

☐ **Sudden Infant Death Syndrome Program (SIDS)** (209) 468-3004
Provides supportive services, referrals, and education for families experiencing the death of an infant due to SIDS.

☐ **Tuberculosis (TB) Control Program** (209) 468-3828
Provides support and treatment for clients with active TB, as well as seeking out others in contact with that person to assess if they, too, have been infected and need treatment, referral, and monitoring.

☐ **WIC Program (Supplemental nutrition program for women, infants, and children)** (209) 468-3280
Helps families by providing nutrition education and breastfeeding support, issuing checks for healthy supplemental foods, and making referrals to healthcare and other community services.

☐ **Quality Improvement (QI) Program** (209) 468-2183
Guides QI activities within PHS. Applies the principles of continuous QI to enhance the quality of PHS services to the community as well as internal day-to-day operations. QI efforts rely on teamwork to solve problems together.

STOCKTON

****Boggs Tract Market Place**
466 Ventura Ave.
Saturdays: 9:00am-1:00pm
Open All Year

***Golden Villa Farmers Market, LLC CFM**
333 E. Washington St.
Saturdays: 5:30am-11:00am
(Or 'til sold out) Open All Year

Kaiser Permanente
Stockton Medical Offices
7373 West Lane
Wednesdays: 8:00am-2:00pm
Open All Year
***** TEMPORARILY CLOSED**

Miracle Mile
1926 Pacific Ave.
In the parking lot behind
Whirlow's & Green's Nutrition
Thursdays: 5:00pm-8:00pm
July through August

San Joaquin County Fairgrounds Flea Market
San Joaquin County
Fairgrounds
1658 S. Airport Way
Mondays, Wednesdays and Thursdays: 6:00am-2:00pm
Open All Year

San Joaquin Delta College
5151 Pacific Ave.
S. Burke Bradley Road
(frontage) at Pacific Ave.
Parking lot -Budd 4
Saturdays and Sundays:
6:00am–3:00pm
Open All Year

***Weberstown Mall CFM**
4994 Claremont Ave.
Thursdays: 8:00am-1:00pm
May 7 through November 19
Sundays: 8:00am-1:00pm
Open All Year



What is "CFM" or Certified Farmers' Market?

A place approved by the agricultural commissioner where certified farmers sell directly to the public and only the crops they grow themselves.

What cards or vouchers does the market accept?

*****Market accepts EBT, WIC & Senior Nutrition Vouchers

******Market accepts EBT only

******* Location may be temporarily closed for the season

TRACY AREA

***Downtown Tracy CFM**
Down Central Ave. from
9th St. to 6th St.
Saturdays: 8:00am-1:00pm
May 2 through October 31

Mountain House CFM
251 E. Main St.
Mountain House
Sundays: 9:00am-1:00pm
May to December

LATHROP

A1-AG Farm
10910 S. Manthey Rd.
7:00am-6:00pm
Open everyday
Open All Year

MANTECA

Kaiser Permanente
Manteca Medical Center
1777 West Yosemite Ave.
Tuesdays: 8:00am-2:00pm
Open All Year
***** TEMPORARILY CLOSED**

LODI

****Essential Lodi CFM**
267 N. Mills Ave.
Thursdays: 5:00pm-8:00pm
May 14 through August 27



Wearing a cloth face covering is required



Maintain physical distance of 6 feet away from others



Ask for assistance before handling produce

CalFresh HEALTHY LIVING

San Joaquin County Public Health Services
health grows here

Funded by USDA SNAP, an equal opportunity provider and employer. Visit www.CaChampionsForChange.net for healthy tips.

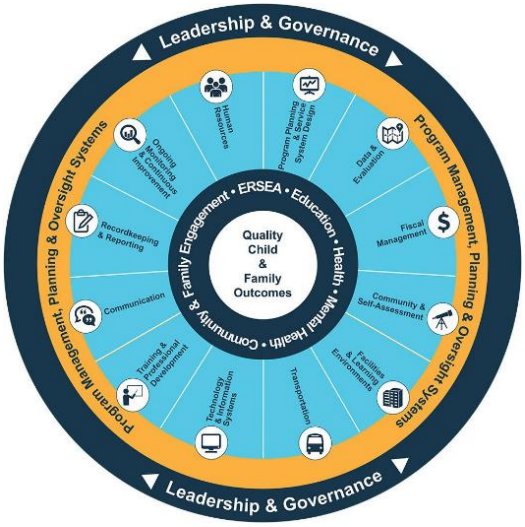
7-24-2020

Policy Council
PLANNING COMMITTEE
2020 Virtual Meeting Dates

At this time, all meetings will be held via teleconference. As the meeting date approaches you will be sent an invite via email which will provide the call-in number and the meeting I.D. In preparation for these subcommittee meetings please mark your calendar accordingly. <u>All meetings will begin at 5:30 p.m.</u>

~~**Tuesday, September 1, 2020**~~
Tuesday, October 6, 2020

Any necessary documentation and/or information for meetings will be sent via email (or in some instances USPS) prior to the meeting for your review.



Policy Council
SCHOOL READINESS COMMITTEE
2020 Virtual Meeting Dates

At this time, all meetings will be held via teleconference. As the meeting date approaches you will be sent an invite via email which will provide the call-in number and the meeting I.D. In preparation for these subcommittee meetings please mark your calendar accordingly. All meetings will begin at 5:30 p.m.

Tuesday, September 15, 2020 *Topic: Health & Nutrition*
Tuesday, October 20, 2020 *Topic: Inclusion & Family Engagement*

Any necessary documentation and/or information for meetings will be sent via email (or in some instances USPS) prior to the meeting for your review.



Policy Council
BYLAWS COMMITTEE
2020 Virtual Meeting Dates

At this time, all meetings will be held via teleconference. As the meeting date approaches you will be sent an invite via email which will provide the call-in number and the meeting I.D. In preparation for these subcommittee meetings please mark your calendar accordingly. All meetings will begin at 5:30 p.m.

~~**Tuesday, September 8, 2020**~~
Tuesday, October 13, 2020

Any necessary documentation and/or information for meetings will be sent via email (or in some instances USPS) prior to the meeting for your review.

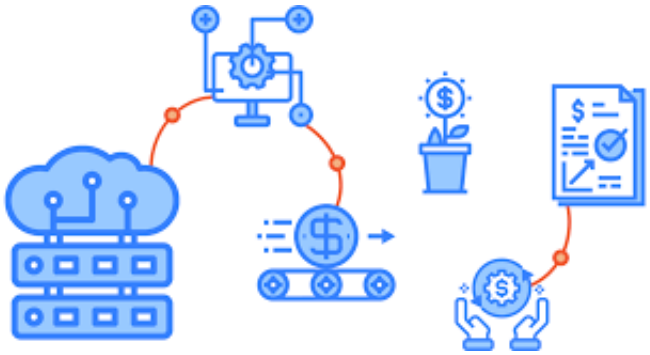


Policy Council
BUDGET & FINANCE COMMITTEE
2020 Virtual Meeting Dates

At this time, all meetings will be held via teleconference. As the meeting date approaches you will be sent an invite via email which will provide the call-in number and the meeting I.D. In preparation for these subcommittee meetings please mark your calendar accordingly. All meetings will begin at 5:30 p.m.

Tuesday, September 15, 2020
Tuesday, October 20, 2020

Any necessary documentation and/or information for meetings will be sent via email (or in some instances USPS) prior to the meeting for your review.



REVISED 2019-2020 Head Start Policy Council Meeting Dates

At this time, all meetings will be held via teleconference until further notice. Members of the public may join via teleconference or may listen to the call from the CAPK Administrative Office at 5005 Business Park North, Bakersfield, CA. Teleconference information can be found on monthly meeting agendas, located on the CAPK website at www.capk.org/documents/.

Por el momento, todas las reuniones se llevarán a cabo vía teleconferencia hasta nuevo aviso. Los miembros del público pueden unirse por medio de teleconferencia o pueden escuchar la llamada de la Oficina Administrativa de CAPK, ubicada en 5005 Business Park North, Bakersfield, CA. La información sobre las teleconferencias se puede encontrar en las agendas mensuales de las reuniones, localizadas en el sitio web de CAPK en www.capk.org/documents/

~~Tuesday, November 26, 2019~~
~~Tuesday, December 17, 2019*~~
~~Tuesday, January 28, 2020~~
~~Tuesday, February 25, 2020~~
~~Tuesday, March 24, 2020~~
~~Tuesday, April 28, 2020~~
~~Tuesday, May 19, 2020*~~
~~Tuesday, June 23, 2020~~
~~*Tuesday, July 28, 2020***~~
~~Tuesday, August 25, 2020~~
Tuesday, September 22, 2020
Tuesday, October 27, 2020

Policy Council Meetings are generally held on the 4th Tuesday of the month.

*December and May meetings will be held one week earlier due to the respective Christmas and Memorial Day holidays.

**Committee members voted to cancel the July meeting