Head Start
A Program of CAPK

Head Start/State Child Development

POLICY COUNCIL MEETING PACKET

April 26, 2022
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: 778 751 025#

Click here to join the meeting

POLICY COUNCIL
STANDING COMMITTEES
April 2022

EXECUTIVE COMMITTEE

Chairperson: Andrea Martinez
Vice Chairperson: Isabelle Diaz
Secretary: Monique Davis
Treasurer: Ashley McAllister
Parliamentarian: Dominique Bassi

STANDING COMMITTEE MEMBERS

Board of Directors: Nila Hogan

BYLAWS
Chairperson: Dominique Bassi

1. Andrea Martinez
2. Pablo Reyes
3.
4.
5.
6.

PLANNING
Chairperson: Isabelle Diaz

1. Nila Hogan
2. Ashley McAllister
3. Michelle Jara-Rangel
4.
5.
6.

SCHOOL READINESS
Chairperson: Monique Davis

1. Teresa Fajardo
2. Kaylonie Howard
3.
4.

BUDGET & FINANCE
Chairperson: Ashley McAllister

1. Jasmine Ponce
2. Pablo Reyes
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
2021 ~ 2022

#	REGION 1	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	July 2022	Aug 2022	Sept 2022	Oct 2022
1	Dominique Bassi - Heritage	X	X	X	X	X							
2	Monique Davis - Martha J Morgan	X	X	X	X	ABS							
3	*Vacancy*												
4	*Vacancy*												
#	REGION 2	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	July 2022	Aug 2022	Sept 2022	Oct 2022
1	Andrea Martinez - East California	X	X	X	ABS	X							
2	*Vacancy*												
3	*Vacancy*												
4	*Vacancy*												
#	REGION 3	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	July 2022	Aug 2022	Sept 2022	Oct 2022
1	Ashley McAllister - Pete Parra	X	X	X	X	X							
2	Isabelle Diaz - Pete Parra	X	ABS	X	X	X							
3	Pablo Reyes - Harvey L. Hall	X	X	X	X	X							
4	Kaylonie Howard - Harvey L. Hall					X							
#	REGION 4	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	July 2022	Aug 2022	Sept 2022	Oct 2022
1	*Vacancy*												
2	*Vacancy*												
3	*Vacancy*												
4	*Vacancy*												
#	Home Base	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	July 2022	Aug 2022	Sept 2022	Oct 2022
1	Teresa Fajardo - Civilian Varela				X	X							
2	*Vacancy*												
#	ECC EHS Partnership	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	July 2022	Aug 2022	Sept 2022	Oct 2022
1	Jasmine Ponce - Escuelita Hernandez	X	ABS	X	X	X							
#	San Joaquin EHS Partnership	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	July 2022	Aug 2022	Sept 2022	Oct 2022
1	*Vacancy*												
2	*Vacancy*												
#	Community Representatives	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	July 2022	Aug 2022	Sept 2022	Oct 2022
1	Nila Hogan	X	X	X	X	X							
2	*Vacancy*												
3	*Vacancy*												
#	Board Member	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	July 2022	Aug 2022	Sept 2022	Oct 2022
1	Michelle Jara-Rangel					X							

Policy Council Standing Committee
Attendance Sheet
2021 ~ 2022

Bylaws Committee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Dominique Bassi			X								
Andrea Martinez			X								
Pablo Reyes			X								

Budget & Finance Committee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Ashley McAllister		X	X	X							
Jasmine Ponce		X	ABS	X							
Pablo Reyes		X	X	X							

School Readiness Committee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Monique Davis			X	X	X						
Teresa Fajardo				X	ABS						
Kaylonie Howard				X	X						

Planning Committee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Isabelle Diaz		ABS*	X	X	X						
Nila Hogan		X	X	X	X						
Ashley McAllister		X	X	X	X						
Michelle Jara-Rangel				X	X						

Board of Directors

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

DATE	April 26, 2022
TIME	5:30 p.m.
LOCATION	Microsoft Teams Meeting / 5005 Business Park North Bakersfield, CA 93309
TEAMS LINK	Click here to join the meeting
PHONE	(213) 204-2374
MEETING ID	778 751 025#

Policy Council Meeting Agenda

Per Governor's Executive Order N-25-20, meeting to be held via tele-conference. Members of the public may join the tele-conference or listen to the call from the CAPK office at 5005 Business Park North, Bakersfield, CA 93309.

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.

1. **Call to Order**
   a. Roll Call

Dominque Bassi	Kaylonie Howard	Pablo Reyes
Monique Davis	Michelle Jara-Rangel	
Isabelle Diaz	Andrea Martinez	
Teresa Fajardo	Ashley McAllister	
Nila Hogan	Jasmine Ponce	

2. **Public Comments**
   The public may address the Policy Council on items not on the agenda. Speakers are limited to 3 minutes. If more than one person wishes to address the same topic, the total group time for the topic will be 10 minutes. Please state your name before making your presentation.

3. **Subcommittee Verbal Reports** (3 minutes per report)
   School Readiness
   Planning
   Budget & Finance
   Bylaws

4. **Presentation**
   a. Focus Area 2 Review – Sylvia Ortega, Quality Assurance Administrator ***(p. 8-15)***

5. **Consent Agenda**
   The Consent Agenda consists of items that are considered routine and non-controversial. These items are approved in one motion unless a member of the Council or the public requests removal of a particular item. If comment or discussion is requested, the item will be removed from the Consent Agenda and will be considered in the order listed – ***Action Item***

   a. Policy Council Meeting Minutes – March 22, 2022 (English/Spanish) ***(p. 16-27)***
   b. School Readiness Committee Minutes – March 10, 2022 (English/Spanish) ***(p. 28-31)***
   c. Budget & Finance Committee Minutes – March 15, 2022 (English/Spanish) ***(p. 32-35)***
   d. Planning Committee Minutes – April 5, 2022 (English/Spanish) ***(p. 36-39)***
   e. Head Start Budget vs. Actual Expenditures, March 1, 2022, to March 31, 2022 ***(p. 40-42)***
   f. Early Head Start Budget vs. Actual Expenditures, March 1, 2022, to March 31, 2022 ***(p. 43-45)***
   g. American Rescue Funding Expenditures April 1, 2021 to March 31, 2022 ***(p. 46-47)***
   h. Parent Local Travel & Childcare through March 31, 2022 ***(p. 48-49)***

i. Parent Activity Funds through March 31, 2022 ***(p. 50-51)***
j. Kern Head Start and Early Head Start Non-Federal Report, March 1, 2022, to March 31, 2022 ***(p. 52)***
k. San Joaquin Early Head Start Non-Federal Report, March 1, 2022, to March 31, 2022 ***(p. 53)***
l. Kern Early Head Start Child Care Partnerships Non-Federal Report, March 1, 2022 to March 31, 2022 ***(p. 54)***
m. Head Start Program Review Evaluation (PRE) Report – March ***(p. 55-56)***
n. ACF-PI-HS-22-02 FY 2022 Head Start Funding Increase & Attachment; Issuance Date: April 14, 2022 ***(p. 57-61)***
o. Children's Mobile Immunization Clinic – April 2022; Adventist Health (English/Spanish) ***(p. 62-63)***
p. Monthly Parent Training with Dr. Kirk – May 9, 2022; Head Start Wellness ***(p. 64)***
q. Kern County Sherriff Headquarters Tour – May 12, 2022 ***(p. 65)***
r. Teachable Moments: How to Help Your Child Avoid Meltdowns – Backpack Connection Series (English/Spanish) ***(p. 66-67)***
s. Bright by Text ***(p. 68)***
t. Help Me Grow – First 5 Association of California ***(p. 69-70)***
u. Head Start Recruitment Flyer ***(p. 71-72)***
v. Home Visiting Program Flyer ***(p. 73-74)***
w. Planning Committee Meeting Dates ***(p. 75)***
x. Budget & Finance Committee Meeting Dates ***(p. 76)***
y. Bylaws Committee Meeting Dates ***(p. 77)***
z. School Readiness Meeting Dates ***(p. 78)***
aa. Policy Council Meeting Dates ***(p. 79)***

6. New Business **Action Item**

a. Election of Community Representative Anastasia Lester to Policy Council ***(p. 80)***

7. Standing Reports

a. Program Governance – Lisa Gonzales, Program Governance Coordinator
b. Community Representative – Nila Hogan
c. Early Head Start San Joaquin – Nicole Nino, Family Engagement Specialist/Home Base Supervisor
d. Early Head Start Partnership – Jasmine Ponce
e. Board of Directors – Michelle Jara-Rangel, CAPK Board Member
f. Head Start/State Child Development – Yolanda Gonzales, Head Start/State Child Development Director

8. Policy Council Chairperson Report

9. Policy Council Member Comments

10. Next Scheduled Meeting

11. Adjournment

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. April 22, 2022, by Lisa Gonzales, Program Governance Coordinator.

ADMINISTRATION FOR CHILDREN & FAMILIES
Office of Head Start | 4th Floor – Switzer Memorial Building, 330 C Street SW, Washington DC 20024 eclkc.ohs.acf.hhs.gov

Program Performance Summary Report

To: Authorizing Official/Board Chairperson

Mr. Fred Plane

Community Action Partnership of Kern

5005 Business Park N

Ste 130

Bakersfield, CA 93309 - 1652

From: Responsible HHS Official

Date: 03/25/2022

Dr. Bernadine Futrell

Director, Office of Head Start

From February 15, 2022 to February 18, 2022, the Administration for Children and Families (ACF) conducted a Focus Area Two (FA2) monitoring review of the Community Action Partnership of Kern Head Start and Early Head Start programs. This report contains information about the recipient's performance and compliance with the requirements of the Head Start Program Performance Standards (HSPPS) or Public Law 110-134, *Improving Head Start for School Readiness Act of 2007*.

The Office of Head Start (OHS) would like to thank your governing body, policy council, parents, and staff for their engagement in the review process. Based on the information gathered during this review, we have found your program meets the requirements of all applicable HSPPS, laws, regulations, and policy requirements.

Please contact your Regional Office for guidance should you have any questions or concerns. Your Regional Office will follow up on the content of this report and can work with you to identify resources to support your program's continuous improvement.

DISTRIBUTION OF THE REPORT

Copies of this report will be distributed to the following recipients:
Ms. Cynthia Yao, Regional Program Manager
Mr. Jeremy Tobias, Chief Executive Officer/Executive Director
Mrs. Yolanda Gonzales, Head Start Director
Mrs. Yolanda Gonzales, Early Head Start Director

Glossary of Terms

Area of Concern (AOC)	An area for which the agency needs to improve performance. These issues should be discussed with the recipient's Regional Office of Head Start for possible technical assistance.
Area of Noncompliance (ANC)	An area for which the agency is out of compliance with Federal requirements (including but not limited to the Head Start Act or one or more of the regulations) in one or more areas of performance. This status requires a written timeline of correction and possible technical assistance or guidance from the recipient's program specialist. If not corrected within the specified timeline, this status becomes a deficiency.
Deficiency	As defined in the Head Start Act, the term "deficiency" means: (A) a systemic or substantial material failure of an agency in an area of performance that the Secretary determines involves: (i) a threat to the health, safety, or civil rights of children or staff; (ii) a denial to parents of the exercise of their full roles and responsibilities related to program operations; (iii) a failure to comply with standards related to early childhood development and health services, family and community partnerships, or program design and management; (iv) the misuse of funds received under this subchapter; (v) loss of legal status (as determined by the Secretary) or financial viability, loss of permits, debarment from receiving Federal grants or contracts, or the improper use of Federal funds; or (vi) failure to meet any other Federal or State requirement that the agency has shown an unwillingness or inability to correct, after notice from the Secretary, within the period specified; (B) systemic or material failure of the governing body of an agency to fully exercise its legal and fiduciary responsibilities; or (C) an unresolved area of noncompliance.



Program Management and Quality Improvement

Program Management

The recipient establishes a management structure consisting of staff, consultants, or contractors who ensure high-quality service delivery; have sufficient knowledge, training, experience, and competencies to fulfill the roles and responsibilities of their positions; and provide regular supervision and support to staff.

Ongoing Monitoring and Continuous Improvement

The recipient uses data to identify program strengths, needs, and areas needing improvement; evaluate progress toward achieving program goals and compliance with program performance standards; and assess the effectiveness of professional development.

Program Governance

The recipient maintains a formal structure of program governance to oversee the quality of services for children and families and to make decisions related to program design and implementation.

The policy council is engaged in the direction of the program, including program design and planning of goals and objectives.

Program Management and Quality Improvement Summary

Community Action Partnership of Kern has been providing services in Bakersfield, California, since 1965. The recipient offers center- and home-based Head Start and Early Head Start services to children and expectant families. The service area includes the counties of Kern and San Joaquin in the Central Valley of California.

The recipient monitored ongoing improvement practices across service areas. One of the benefits of its monitoring approach was compliance with child safety practices. The quality assurance team, comprised of eight staff, oversaw data collection and worked with the governing board and the policy council to develop the budget, plan targeted staff training opportunities, modify goals, and refine the monitoring system. This informed oversight across all service areas helped address risks and align practices with the emerging needs of children and families.

Monitoring and Implementing Quality Education and Child Development Services

Alignment with School Readiness
The recipient’s school readiness efforts align with the expectations of receiving schools, the Head Start Early Learning Outcomes Framework (HSELOF), and State early learning standards.

Effective and Intentional Teaching Practices
The recipient’s teaching practices intentionally promote progress toward school readiness and provide high-quality learning experiences for children.

Supporting Teachers in Promoting School Readiness
The recipient prepares teachers to implement the curriculum and support children’s progress toward school readiness.

Home-based Program Services
The recipient ensures home-based program services provide home visits, and group socialization activities provide high-quality learning experiences.

Education and Services Summary

Community Action Partnership of Kern supported staff in improving educational practices. The recipient invited observers to provide input on the quality of teacher-child interactions and language modeling. The data was then used to align school readiness goals, inform the instruction and learning environments, and develop a targeted approach to coaching and professional development. Bi-weekly meetings gave teachers and home educators regular times to meet based on an area of growth noted in their professional development plans. Teachers were able to view content provided by the mentor coaches before the meeting so they could share their insights and reflections. The program's collaborative approach resulted in intentional interactions in the classroom between children and staff.

Monitoring and Implementing Quality Health Services

Child Health Status and Care
The recipient effectively monitors and maintains timely information on children's health status and care including ongoing sources of health care, preventive care, and follow-up.

Mental Health
The recipient supports a program-wide culture that promotes mental health and social and emotional well-being, and uses mental health consultation to support staff.

Oral Health and Nutrition
The recipient maintains and monitors for effective oral health practices and nutrition services that meet the nutritional needs and accommodate feeding requirements and allergies.

Safety Practices
The recipient implements a process for monitoring and maintaining healthy and safe environments.

Services to Expectant Families
The recipient provides quality services that facilitate expectant mothers access to health care and provide information to support prenatal, postpartum, maternal, and infant health and emotional well-being.

Health Services Summary

Community Action Partnership of Kern developed mitigation strategies to slow the spread of the COVID-19 virus. In collaboration with the Health Service Advisory Committee, the program developed a comprehensive health protocol following the Centers for Disease Control and state guidelines that were reviewed and approved by the local health department. All staff participated in training on the updated health protocol, and families were provided with a resource to explain health and safety expectations and practices. Additionally, the recipient implemented and enforced mask and vaccination mandates for staff and supported staff and families on-site with COVID-19 tests and vaccination clinics. This approach resulted in 198 vaccines and 35 tests administered to families in 28 different locations. The recipient also invested in electrostatic sprayers to sanitize classrooms at least twice per day. The layered mitigation strategies allowed the program to minimize the risk of spreading COVID-19 and continue services in a safe environment.



Monitoring and Implementing Quality Family and Community Engagement Services

Family Well-being
The recipient collaborates with families to support family well-being, parents' aspirations, and parents' life goals.

Strengthening Parenting and Parent-Child Supports
The recipient provides services that strengthen parent-child relationships and support parents in strengthening parenting skills.

Family Engagement in Education and Child Development Services
The recipient provides education and child development services that recognize parents' roles as children's lifelong educators and encourage parents to engage in their child's education.

Family and Community Engagement Services Summary

Community Action Partnership of Kern provided resources to support each family's well-being. Staff surveyed families at enrollment and used the results to develop short- and long-term goals reflective of the unique needs of families and to understand what resources or referrals were needed. The family services managers and administrators described how authentic relationships with the families have shown to be most successful during the COVID-19 pandemic. One of the predominant needs during the pandemic was food. In response, the recipient used an internal food bank and collaborated with various community partners to provide food and pantry staples to families in the service area. The program staff and managers delivered 3,600 food boxes to enrolled families. These strategies helped the recipient mitigate food insecurities.

Monitoring and Implementing Fiscal Infrastructure

Budget Planning and Development
The recipient develops and implements its budget to sustain management, staffing structures, and the delivery of services that support the needs of enrolled children and families.

Ongoing Fiscal Capacity
The recipient plans and implements a fiscal management system that supports the organization’s ongoing capacity to execute its budget over time and meet the needs of its organization.

Budget Execution
The recipient’s financial management system provides for effective control over and accountability for all funds, property, and other assets.

Facilities and Equipment
The recipient complies with application, prior approval, and reporting requirements for facilities purchased, constructed, or renovated with Head Start funds.

Fiscal Infrastructure Summary

The recipient's fiscal management system aligned funds with program goals and services. The Head Start/Early Head Start leadership staff collaborated with the chief financial officer, the chief executive officer, and governing bodies to analyze program data, identify shifts and trends in program needs, and allocate funds to support quality services. For example, the program allocated funds to provide resources and staff support for classrooms serving children with disabilities. The impact of this financial and program management approach led to the effective oversight of federal funds and intentional services for children and families.

Monitoring ERSEA: Eligibility, Selection, Enrollment, and Attendance

Determining, Verifying, and Documenting Eligibility

The recipient enrolls children or expectant mothers who are categorically eligible or who meet defined income-eligibility requirements.

At least 10 percent of the recipient’s total funded enrollment is filled by children eligible for services under IDEA or the recipient has received a waiver.

Enrollment Verification

The recipient maintains and tracks enrollment for all participants including expectant mothers.

ERSEA Summary

Community Action Partnership of Kern established processes for maintaining files that listed eligibility categories and documented determinations. Each file included documentation completed by staff during an in-person or phone intake interview. All files reviewed contained a staff signature and a manager's initials indicating the file was monitored. The recipient had a waitlist of 150 families and continued recruitment efforts throughout the pandemic. The program's ERSEA policies ensured services were offered to children and families with the greatest need.

---------- End of Report ----------

COMMUNITY ACTION PARTNERSHIP OF KERN
POLICY COUNCIL COMMITTEE MEETING MINUTES
March 22, 2022
Teleconference ID: 780 052 370#
Per Governor's Executive Order N-25-20

1. **Call to Order**

Policy Council Chairperson, Andrea Martinez called the meeting to order at 5:30 p.m.

a. Policy Council Vice-Chair, Isabelle Diaz conducted roll call; quorum was established.

Policy Council Members Present: Dominique Bassi, Isabelle Diaz, Teresa Fajardo, Nila Hogan, Kaylonie Howard, Michelle Jara-Rangel, Andrea Martinez, Ashely McAllister, Jasmine Ponce, Pablo Reyes

2. **Public Comments**

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 three 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

3. **Standing Committee Reports**

a. School Readiness Committee

The committee met on March 10, 2022. Maria Guadian, Family Engagement and Inclusion Manager presented information to the committee on how family engagement and inclusion supports school readiness. Family engagement subject matter included but was not limited to the empowerment of parents, advocacy, weekly educational s'mores newsletters and more. ReadyRosie Summer Soar is a newsletter filled with videos, activities, and tips for parents to use at home to support kindergarten readiness. Additional information shared included the Ages and Stages Questionairre-3 which helps to identify if children are developmentally on track or if they may need additional support. The referral process was also discussed along with the goal setting and observation sheet which supports those children with a current IEP or IFSP.

b. Planning Committee

The Policy Council Planning Committee met on March 1, 2022; quorum was established. A draft version of the Recruitment and Selection Plan was shared with the committee. The various recruitment strategies that will be used to increase enrollment of children with disabilities was also shared with the committee; this is to ensure the program continues to meet the 10% requirement in this category. It was noted the new federal poverty guidelines were also included in the draft document. The Division/Program monthly activity report for February 2022 was reviewed with the committee. This included enrollment information for all Head Start program options. Enrollment was as follows: Head Start Kern, 70%; Early Head Start Kern, 61%; Early Head Start San Joaquin, and Early Head Start Childcare Partnership, were both at 57% for the reporting period. The Child Adult Care Food Program (CACFP) noted 52,675 meals were prepared by the Central Kitchen in January 2022.

c. Budget & Finance Committee

The Budget and Finance Committee met on March 15, 2022. Budget to actual financial documents for all grants, as well as parent activity funds, local travel reimbursement and American Rescue Funding information was presented and discussed. All information is included in the Policy Council packet. Various responsibilities were also discussed, and members received a better understanding of certain reports and documents. The next Budget & Finance Committee meeting will be held on April 19, 2022 at 6:00 p.m.

d. Bylaws Committee

The Bylaws Committee will meet on April 12, 2022 which will be the committee's second meeting. Members will discuss advocacy and leadership as well as begin the self-paced Governance module as found on the Early Childhood Learning & Knowledge Center website. This meeting will be held on Microsoft Teams at 5:30 p.m.

4. Presentations

a. Kindergarten Transition – Carolyn Coffey, Education Administrator

Carolyn presented information as to how Head Start classrooms support children and families with the transition to kindergarten noting when transitions are successful children and families are more like to experience success in school long term. The *Is Your Child Ready for Kindergarten* document was presented, which is a form provided to parents after each assessment (3 times a year) to show the child's progress. Other activities supporting transition such as the school library experience, and cafeteria experience also take place. Teachers are encouraged to invite librarians into the classroom, and students participate in a virtual tour of the library as well. There are mock library experiences conducted in the classroom allow students to "check out" a book. There are four cafeteria experiences which will be taking place throughout April. Activities include, putting lunch items on a tray, as well as the sack lunch experience. The important for teaching children to have self-help skills such as opening the milk carton, getting their own utensils, etc. There is also the kindergarten support team, kindergarten teachers and principals are invited to parent meetings to speak at parent meetings. To support this component there is also a Kindergarten Transition s'more newsletter sent through Learning Genie. At the end of the year kindergarten enrollment information as well as information on summer programs and activities is made available to parents. Carolyn encouraged parents to speak with their site supervisors and teachers about the transition process in their specific area. Carolyn shared to ensure children continue to utilize skills learned over the summer months, there is a kindergarten checklist that supports with development and skills during the summer, to support children staying on track. Carolyn reviewed skills in the various domains of the *Is Your Child Ready for Kindergarten* form, giving examples and speaking to the importance of each. She also spoke about the kindergarten and preschool kits. The kits have items and activities for children transitioning to kindergarten as well as for part year center 3-year-old children to support continued summer learning. Carolyn stated kindergarten registration is currently taking place and encouraged parents to contact their local school district for information about enrollment. She also recommended parents begin to schedule physicals for the upcoming school year and to be sure immunizations are up to date.

5. Consent Agenda ***ACTION**

The Consent Agenda consists of items that are considered routine and non-controversial. These items are approved in one motion unless a member of the Council or the public requests removal of a particular item. If comment or discussion is requested, the item will be removed from the Consent Agenda and will be considered in the order listed.

a. Policy Council Meeting Minutes – February 22, 2022 (English/Spanish)
b. Planning Committee Minutes – February 1, 2022 (English/Spanish)
c. School Readiness Committee Minutes – February 10, 2022
d. Planning Committee Minutes – March 1, 2022 (English/Spanish)
e. Kern Head Start Budget vs. Actual Expenditures, March 1, 2021, to February 28, 2022
f. Kern Early Head Start Budget vs. Actual Expenditures, March 1, 2021, to February 28, 2022
g. San Joaquin Early Head Start Budget vs. Actual Expenditures, February 1, 2021, to February 28, 2022
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n. Kern Early Head Start Child Care Partnerships Non-Federal Report, March 1, 2022 to February 28, 2022
o. Head Start Program Review Evaluation (PRE) Report – February
p. Microbusiness COVID Relief Grant
q. 2022 Kern Immigrants' Rights Conference: Step into Action! – March 31, 2021 (English/Spanish)
r. Children's Mobile Immunization Clinic – April 2022; Adventist Health (English/Spanish)
s. Monthly Parent Training with Dr. Kirk – April 11, 2022; Head Start Wellness
t. Kern County Sherriff's Office Headquarters Tours – May 12, 2022, KCSO

u. How to Use Positive Language to Improve Your Child's Behavior – Backpack Connection Series (English/Spanish)
v. Head Start Recruitment Flyer
w. Home Visiting Program Flyer
x. Planning Committee Meeting Dates
y. Budget & Finance Committee Meeting Dates
z. Bylaws Committee Meeting Dates
aa. School Readiness Meeting Dates
bb. Policy Council Meeting Dates

A request was made to remove items (e) through (i) from the consent agenda for discussion. An inquiry was made, as to whether a request for carry over of funds would be requested since the budget was not fully expended for the 2021-2022 year and if so, is it known what those funds will be used for? It was stated there will be an upcoming carryover request brought to the Council later. Additionally noted were how the funds will be used has been identified and this information will be brought to the Board (of Directors) and Policy Council once the exact numbers have been calculated. A question was also posed regarding the American Rescue Plan Act. It was stated that the report for this item indicates funds are to be used for a summer bridge program. Additionally stated was this budget (according to the provided report) will close on March 31, 2023. The question asked was, "will the remainder of these funds be used this year for a summer bridge program?" It was clarified a summer bridge program was conducted in 2021 and funds were not awarded solely for that purpose. It was further indicated the balance of funds will be used primarily towards construction as well as for a retention stipend for staff. It was acknowledged funds could be used for a summer bridge program (2022) however, because there is already a staffing challenge the decision was made to use as a stipend; with the request when ready going to the Board. There were no other questions presented. Upon conclusion of the discussion Michelle Jara-Rangel made a motion to approve consent items (a) through (bb); seconded by Pablo Reyes. Motion carried unanimously.

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

a. 2022-2023 Recruitment and Selection Plan – Robert Espinosa, Program Design & Management Administrator

Robert shared that the Head Start Performance Standards require programs to annually review and revise, if necessary, their Recruitment and Selection Plan. In presenting the 2022-2023 Recruitment and Selection Plan, Robert shared with the Council that the committee met on two occasions. The Recruitment and Selection committee included agency staff from various departments, collaboration with outside agencies, as well as Board member, Michelle Jara-Rangel and Policy Council Chair Andrea Martinez. Committee members reviewed community assessment data and completed an analysis of the current selection and criteria point system to ensure the Recruitment and Selection Plan continues to meet the Head Start Program Performance Standards in making sure the most vulnerable children and families in our community have an opportunity to be served. Robert shared that through the review and discussion during these meetings, the term *homeless eligible* was changed to *McKinney-Vento eligible* to avoid any stigma related to the word as well as with the hope to capture more families who may be eligible in this category. It was also the consensus of the committee that additional points on the selection and criteria form be given to children with a diagnosed disability, having a current IEP or IFSP. These points were increased from 150 points to 200 points. Robert also shared the definition *home language*, was changed to *primary language*. Upon conclusion, Andrea expressed appreciation for the opportunity to participate on the Recruitment and Selection Plan Committee adding that she learns so much. Teresa Fajardo made a motion to approve the Head Start 2022-2023 Recruitment and Selection Plan; seconded by Ashley McAllister. Moton carried unanimously.

7. <u>Standing Reports</u>

a. Program Governance – Lisa Gonzales, Program Governance Coordinator

Lisa thanked everyone for their attendance and welcomed new Policy Council member and Harvey L. Hall center representative, Kaylonie Howard. New Board of Director's (BOD) representative Michelle Jara-Rangel was introduced and welcomed to Policy Council as well. It was shared as a CAPK Board of Director's Policy Council representative Michelle will be sharing information in that capacity with

Policy Council members. Lisa also announced in continuing to grow Policy Council, an application for the vacant position of community representative has been received and members will be voting on this item at the next meeting. She also spoke about the Read Across America event held in February and thanked all who participated with a special thank you to Pablo Reyes who read at Harvey L. Hall and Ashley McAllister who read at Pete Parra. Lisa encouraged members to attend their respective monthly parent meetings adding it is an additional platform not only to obtain additional information but also an opportunity to share new learning gained at Policy Council. Lisa noted the Council is approaching the half-way point, reaching the 6-month mark. She thanked members for their commitment to Policy Council noting their participation, input, and advocacy are truly making a difference.

b. Community Representative – Nila Hogan

Nila spoke to the importance of self-care for parents and informed members two links will be sent to them on the topic of self-care. She stated that in caring for our children and families along with getting caught up in the day-to-day activity's parents need to make sure they are prioritizing their own needs adding our children can't be great unless we are great. Nila informed members that one of the links to be shared will contain simple, no cost things parents can do to help slow down, center and maintain their own self-care. Nila shared that as we head into April, which is Child Abuse Prevention month, and in her work with others in this area she has seen the importance of having a family self-care plan. Nila stated the second link to be shared speaks to this topic. It will provide you with a step-by-step process as to how to create your family self-care plan, what goals you want to meet as a family as well as tips on caring for your body. Nila encouraged members to view the links and to remember the importance of self-care for all.

c. Early Head Start San Joaquin – Nicole Nino, EHS San Joaquin, Family Engagement Specialist & Home Base Coordinator

Nicole shared that the monthly s'more was sent in the beginning of March which included information about exploring equity in the program, including recognizing biases as well as cultural and mental health equity. Exemplary videos on emotional literacy as well as handouts for parents on stress and how to use positive language to improve children's behavior from the Pyramid Model Backpack series. The newsletter has had 155 views to date. The family engagement activity was to play freeze dance. This is a way to encourage positive parent-child interactions while promoting gross motor development, spatial awareness, and self-management. Parents can play this fun dancing game and share their experiences. In honor of Dr. Seuss, the March food experience was Cat in the Hat Stack. Facilitated by staff, children used the ingredients to make a fruit tree with strawberries, bananas, and kiwi. Ingredients included avocado, cilantro, tomatoes, lemon juice, sour cream, and cheddar cheese. Using their fine motor skills children can tear the cilantro and take turns smashing the avocado. This activity allowed children to explore the different textures, colors, and smells of all the ingredients used for this food experience. Additionally, all San Joaquin staff were provided training on compassion fatigue and stress at work. This training was conducted by Alex Largaespada, mental health consultant from El Concilio. The training highlighted how staff can identify stress and strategies to manage through for both work and home stressors.

d. Early Head Start Partnership – Jasmine Ponce

Jasmine highlighted the recent grand opening ceremony of Escuelita Hernandez which took place on February 24, 2022. This event also feature participation with resources available from various programs within CAPK such as Early Head Start Home Base, 2-1-1, Home Visiting as well as community partner programs. Other programs in attendance were Kern Early Stars, and Kern County Dental mobile clinic. Three people in attendance were able to receive a COVID-19 vaccine and 23 enrolled children had a dental exam. This event was featured on the local news which generated a great deal of community interest resulting in several new applications. The pre-k and toddler classroom will meet full enrollment for the current month. The infant room has many families on the waitlist and will be open upon completion of inspection. Four partnership centers participated in the Read Across America event, hosting guest readers and engaging in Dr. Seuss themed activities. Bakersfield College partnership classrooms had a green eggs and ham nutritional food experience. On April 10, 2022 staff from EHS Home Base and the Home Visiting Program will attend the Grimmway Farms Picnic and Health Fair for program recruitment. Garden Pathways has started a facility upgrade to allow for a mentoring team to

be housed within the building, on the second floor. Jasmine shared there are 46 partnership families enrolled in ReadyRosie and Family Advocates have provided over 750 family resources to date.

e. Board of Directors – Michelle Jara-Rangel, CAPK Board Member

Michelle shared her enthusiasm and appreciation for the opportunity to serve on Policy Council. She reported the Board of Directors met on January 26, 2022 and agreed unanimously to nominate (board officer) candidates during this meeting with voting to take place electronically and results presented at the February 23, 2022 meeting. There were 2 nominations for vice-chair with the other 3 officer positions uncontested. All items on the consent calendar were approved as were all new business action items except for the Community Development Financial Institution. The Board directed staff to continue to speak with Valley Strong Credit Union to determine their interest in partnering with CAPK and to then report their findings to the Board. Approved reports included the auditors report of the independent audit, request to extend availability for EHS grants, submission of the 2022-2023 continued funding application for the California Department of Social Services (CDSS) for the funding of programs which include CMAP, CMIG, CMSS and CCTR. Also approved was the Kern Community College District Employment Training Panel Agreement. The CAPK Foundation report as well as the Policy Council report were also shared with the Board. CAPK CEO Jeremy Tobias shared 70 employees have filed and received vaccine exemptions and approximately 800 employees have been fully vaccinated. The closed session report was also provided, and it was noted there was no action taken on the items presented.

f. Head Start/State Child Development – Yolanda Gonzales, Head Start/State Child Development Director

Yolanda thanked parents for their commitment and dedication in partnering and supporting Head Start in helping to ensure we run a high-quality program. She also thanked board member Michelle Jara-Rangel for her participation in Policy Council along with board member Nila Hogan. Yolanda shared that the health protocol is being reviewed with a few changes being made now that things are beginning to open just a bit more. She stated we are still under the emergency rulemaking regarding masking for all those 2-years old and above, this includes requiring parents to continue to wear their masks adding that staff are also continuing to do the same. The program is continuing to be updated by the CDC and making the changes needed to ensure the health and safety of all. Yolanda shared that the results of the FA-2 should be available very soon and she thanked everyone that participated in that process. She noted that (informally) many great strengths were shared through the review process. Yolanda spoke briefly about the challenges faced in staffing, noting there are many vacancies. Administrative staff has been strategizing as to how to address the workforce challenge and brainstorming with new ideas on how to recruit new staff. She added that within the next few months the hope is to hold job fairs. The program is also partnering with Bakersfield College and there is discussion on creating entry level positions such as an aide to hopefully attract parents that would like to come into the field of early childhood education. Yolanda stated she will be sharing more about this as it is still in the discussion stages, job descriptions would need to be created, approval from the Board of Directors and more but she will keep the Council updated. In closing, Yolanda again thanked members for their continued commitment, and attendance

8. <u>Policy Council Chairperson Report</u>

Andrea thanked everyone for attending adding that she is very proud and impressed with the Council and the great participation at each meeting. Andrea shared her testament as to how supportive staff is of parents, noting she had a tough time not being able to attend Policy Council last month due a family matter. She was then reminded by staff, that family comes first; Head Start supports parents and children alike, the entire family and their well-being as a family is a priority. She added it was just the reminder she needed to hear.

9. <u>Policy Council Member Comments</u>

Members were given an opportunity to share comments. Dominique Bassi thanked everyone for all the information provided this evening. Isabelle Diaz let members know if anyone was interested in rental or utility assistance, she does have some information from the Housing Authority, and they can reach out to her for that. Teresa Fajardo expressed appreciation for all the meeting reminders, noting they are very helpful because life can get so busy, and she is grateful to be reminded and also grateful for all the support. Nila Hogan shared what a wonderful opportunity it was for her to attend the ribbon cutting at

Escuelita Hernandez. She encouraged members to visit if they have an opportunity. She said it was great to see the parents of the center and the love they have for their center. Michelle Jara-Rangel thanked parents for taking the time to participate on Policy Council and to support the program. She also thanked staff for supporting the parents as well. Ashley McAllister thanked staff and members alike for being at the meeting noting everyone is an intricate part that makes it all work. She also shared that she had the opportunity to attend the Native American Spring Gathering. She received a flyer via Learning Genie and encouraged others to utilize this platform for notifications about resources, events and other items. Jasmine Ponce inquired about the Grimmway Picnic reported on earlier. It was clarified by staff that this is not an event open to the public it is by invitation only and primarily for employees and their families. It was further stated program staff is attending as a community partner, to share information on the services available to those who qualify. Pablo shared about his experience participating in the Read Across America event stating he "had a blast" reading at his daughters' school (Harvey L. Hall). He was very glad he participated and encouraged parents if they can take some time to do the same. Pablo said it made him more aware and served as a great reminder of the importance of reading on a daily basis. He shared that it was just a wonderful experience.

10. Next Scheduled Meeting

The next meeting will be held on April 26, 2022, at 5:30 p.m.

11. Adjournment

Meeting was adjourned at 6:31 p.m.

ASOCIACIÓN DE ACCIÓN COMUNITARIA DE KERN
RESUMEN DE LA JUNTA DEL CONCILIO DE PÓLIZA
22 de marzo, 2022
Número de identificación de la teleconferencia: 780 052 370#
Por Orden Ejecutiva Gubernamental N-25-20

1. **Convocación de reunión**
   La presidenta, Andrea Martínez llamó la junta al orden a las 5:30 p.m.
   a. La vicepresidenta del concilio de póliza, Isabelle Diaz pasó lista; se estableció cuórum.
   Miembros del comité presentes: Dominique Bassi, Isabelle Diaz, Teresa Fajardo, Nila Hogan, Kaylonie Howard, Michelle Jara-Rangel, Andrea Martínez, Ashely McAllister, Jasmine Ponce, Pablo Reyes

2. **Comentarios públicos**
   El público que desee dirigirse al Concilio de Póliza puede 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 tres 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*.
   Ninguna

3. **Reporte de comités permanentes**
   a. Comité de preparación escolar
   El comité se reunió el 10 de marzo, 2022. María Guadian, gerente de participación e incorporación familiar presentó información al comité sobre como la participación e incorporación familiar apoyan la preparación escolar. El tema de la participación familiar incluye entre otros temas el empoderamiento de los padres, abogacía los boleticos semanales s'more. El boletín de verano ReadyRosie es un boletín lleno de videos, actividades y consejos para que los padres los implementen en casa para apoyar la preparación al jardín de niños. Otra información que se distribuyó fue el Cuestionario de etapas y edades – 3, el cual ayuda en la identificación del desarrollo de los niños o si es necesario apoyo adicional. El proceso para hacer una referencia también se discutió, al igual que el establecimiento de metas y la pagina de observación la cual apoya a los alumnos a mantener un reporte IEP o IFSP actual.
   b. Comité de planeación
   El comité de planeación del concilio de póliza se reunió el 1 de marzo 2022; se estableció cuórum. Se compartió con el comité la versión preliminar del Plan de Reclutamiento y Selección. Se informó al comité las diversas estrategias de reclutamiento que se utilizaran para aumentar la inscripción de niños con incapacidades con el fin de asegurar que el programa continue cumpliendo el requisito del 10% en esta categoría. También se añadieron los nuevos límites de pobreza del gobierno federal. El comité reviso el reporte mensual de actividades de programa para el mes de febrero 2022. Este incluyó información de inscripción para todas las opciones. El reporte arrojó las siguientes cifras de inscripción: Head Start Kern reportó un 70%, EHS de Kern 61%; Early Head Start de San Joaquín 57% y la asociación de cuidado infantil Early Head Start 57%. Además, se compartió el informe del programa de alimentación para el cuidado infantil y de adultos, CACFP, siglas en inglés, señalando que la cocina central preparó 52,675 comidas durante el mes de enero 2022.
   c. Comité de presupuestos y finanzas
   El comité de presupuestos y finanzas se reunió el 15 de marzo, 2022. Durante esta reunión se revisó el presupuesto y la información actual de todos los subsidios, así como los fondos de actividades para padres, el reembolso de viajes locales y la información del plan de rescate americano. La misma información se incluyó en el paquete del concilio de póliza. Se discutieron las diferentes responsabilidades y los miembros pudieron comprender mejor ciertos documentos y reportes. La próxima reunión del comité de presupuestos y finanzas se llevará a cabo el 19 de abril, 2022 a las 6:00 p.m.
   d. Comité de estatutos
   El comité de estatutos se reunirá el 12 de abril, 2022, esta será la segunda reunión del comité. Durante esta junta los miembros los temas de abogacía y liderazgo e iniciarán el módulo educativo de

gobernanza, el cual se puede localizar en el sitio web de aprendizaje y conocimiento de educación temprana. La junta se llevará a cabo por medio de Microsoft Teams a las 5:30 p.m.

4. <u>Presentaciones</u>

Transición al jardín de niños– Carolyn Coffey, administradora de educación

Carolyn hizo su presentación sobre cómo Head Start apoya a las familias y alumnos en la transición al jardín de niños, enfatizando que cuando la transición es exitosa, la probabilidad de éxitos escolares para el alumno es más probable a largo plazo. Se hizo la presentación de un cuestionario denominado "Está su niño listo para el jardín de niños; este se entrega a los padres después de cada evaluación realizada al alumno. Esta evaluación se efectúa tres veces por año para demostrar el progreso del alumno. Agrego que se realizan otras actividades para poyar dicha transición; por ejemplo, se les invita a los bibliotecarios a presentarse en un salón de clases para que los alumnos participen en un recorrido virtual en la biblioteca. También se realizan simulacros en el salón de clases para demostrarles el proceso de solicitar un libro en la biblioteca. Durante el mes de abril se realizan simulacros sobre el proceso que se lleva a cabo en una cafetería. Estas actividades incluyen proporcionar una charola al alumno para que escoja los alimentos que consumirá, otro aspecto de este proceso es proporcionarle al alumno, una bolsa con su almuerzo. La importancia de presentar esta actividad es darle al alumno las herramientas necesarias que experimentará, se les enseña a abrir un catón de leche, escoger sus propios utensilios etc. También contamos con un equipo de apoyo para esta transición, se les invita a los maestros de jardín de niños, así como también e los directores para hacer una presentación a los padres de los alumnos inscritos. Como apoyo adicional también se ha creado un boletín sobre la transición al jardín de niños que se envía a través de la aplicación de Learning Genie. El final del ciclo escolar se envía a los padres información sobre la inscripción, así como también actividades y programas de verano disponibles para los padres. Carolyn exhortó a los padres a platicar con los supervisores y maestros de la guardería sobre el proceso de transición para su área específica. Agregó que es de suma importancia que los alumnos continúen utilizando su aprendizaje durante los meses de verano; para apoyar a los padres se proporciona una lista que se puede utilizar para apoyar el desarrollo y habilidades del alumno durante el verano. Carolyn repasó la lista de habilidades denominada ¿está listo su niño para el jardín de niños?, proporcionó diversos ejemplos de cada dominio y su importancia. Continuó añadiendo que los estuches que se les proporciona a los alumnos que se transferirán al jardín de niños, así como los alumnos de tres años que asisten medio año a la guardería, estos estuches contienen actividades y útiles que se pueden utilizar para continuar el aprendizaje durante el verano. Carolyn informó que se han abierto las inscripciones para el jardín de niños e instó a os padres a comunicarse con el distrito escolar correspondiente para obtener información sobre el proceso de inscripción. Además, recomendó a los padres a programa los exámenes físicos y asegurarse que los niños tengan las vacunas necesarias para la inscripción.

5. <u>Agenda de aprobación</u> ***ACCIÓN**

La agenda de aprobación consta con elementos que se consideran rutinarios y no controversiales. Estos elementos se aprueban con una sola propuesta, a menos que un miembro del concilio el público solicite la eliminación de un elemento en particular. Si se solicita, un comentario o aclaración, dicho elemento se eliminará de la agenda de aprobación y se discutirá en el orden indicado.

a. Resumen de la reunión del concilio de póliza – 22 de febrero, 2022 (inglés/español)
b. Resumen de la reunión del comité de planeación – 1 de febrero, 2022 (inglés/español)
c. Resumen de la reunión del comité de preparación escolar – febrero 10, 2022
d. Resumen de la reunión del comité de planeación – 1 de marzo, 2022 (inglés/español)
e. Presupuesto de Head Kern vs. Gastos actuales, 1 de marzo, 2021 hasta el 28 de febrero, 2022
f. Presupuesto de Early Head Start Kern vs. Gastos actuales, 1 de marzo,2021 hasta el 28 de febrero 2022
g. Presupuesto de Early Head Start San Joaquín vs. Gastos actuales 1 de febrero, 2021 hasta el 28 de febrero, 2022
h. Presupuesto de la asociación de cuidado infantil vs. Gastos actuales 1 de marzo, 2021hasta el 28 de febrero 2022
i. Gastos de financiamiento del Plan de Rescate Americano 1 de abril hasta el 28 de febrero, 2022
j. Viajes locales de padres y cuidado infantil hasta el 28 de febrero, 2022
k. Fondos de actividades para padres hasta el 28 de febrero, 2022

l. Informe de contribuciones no federales de Head Start y Early Head Start de Kern 1 de marzo, 2021 hasta el 28 de febrero, 2022
m. Informe de contribuciones no federales de Early Head Start de San Joaquín desde el 1 de marzo, 2021 hasta el 28 de febrero, 2022
n. Informe de contribuciones no federales de la asociación de cuidado infantil Early Head Start de Kern del 1de marzo al 28 de febrero, 2022
o. Reporte de evaluación del programa Head Start (PRE, siglas en inglés) – Febrero
p. Subsidio de ayuda de COVID para microempresas
q. Conferencia de los derechos de los inmigrantes de Kern 2022: entre en acción; marzo 31, 2022 (inglés/español)
r. Clínica de vacunación infantil – abril 2022; Salud adventista (inglés/español)
s. Capacitaciones mensuales con el Dr. Kirk – 11 de abril, 2022; División de bienestar de Head Start
t. Recorridos de la oficina matriz del alguacil del condado de Kern – 12 de mayo, 2022, KCSO
u. Cómo usar lenguaje positivo para mejorar el comportamiento de su hijo – Series de conexión mochila (inglés/español)
v. Volante de reclutamiento de Head Start
w. Volante de reclutamiento de servicios a domicilio
x. Horario de las juntas del comité de planeación
y. Horarios de las juntas del comité de presupuestos y finanzas
z. Horario de las juntas del comité estatutos
aa. Horario de las juntas del comité de preparación escolar
bb. Horario de las juntas del concilio de póliza

Se solicitó la eliminación de los incisos (e) hasta la (i) de la agenda de aprobación. Se cuestionó si el programa solicitará una transferencia de fondos debido a que no se agotó el presupuesto destinado para el ciclo 2021-2022, de ser así se cuestionó la aplicación de estos. Se respondió, que están trabajando en la propuesta para la transferencia, argumentando que esta propuesta se presentaría al concilio cuando se haya concretado. Se informó que una vez que se hayan identificado las cifras de dicha transferencia, esta propuesta se presentará a la junta directiva y el concilio de póliza una vez que se hayan calculado estas cifras. También se cuestionó el destino de los fondos del plan de rescate americano; se agregó que estos fondos se utilizarán para el programa de verano. Se indicó que este presupuesto (de acuerdo con las cifras presentadas) se cerrará hasta el 31 de marzo del 2023. Uno de los miembros volvió a cuestionar si el resto de los fondos se utilizarían exclusivamente para el programa de verano; se clarificó que estos fondos no se habían otorgado exclusivamente para dicho propósito. Se informó que el balance de dichos fondos se utilizará principalmente para construcción, así como incentivos para la retención de personal. Se aclaró que dichos fondos se podrían utilizar para el programa de verano del presente año (2022); sin embargo, se decidió que estos se utilizarían para la retención de personal, ya que esto ha sido desafiante, por eso se decidió darle incentivos al personal; y se indicó que esta propuesta se presentará ante la junta directiva. Siendo que ya no se presentaron más preguntas se procedió a la aprobación de los incisos (a) hasta el (bb), Michelle Jara-Rangel presentó la propuesta, esta fue secundada por Pablo Reyes. Propuesta aprobada por unanimidad.

6. <u>Nuevos intercambios</u> ***ACCIÓN**

a. Plan de reclutamiento y selección 2022-2023 – Robert Espinosa, administrador de diseño y gestión de programas

Robert habló sobre las normas de desempeño de Head Start, las cuales exigen la revisión anual, del plan de reclutamiento y selección. Durante la presentación del plan de selección y reclutamiento para el ciclo 2022-2023. Robert le informó al concilio que el comité se reunió en dos ocasiones. El comité de selección y reclutamiento estuvo formado por personal de diferentes departamentos en colaboración con diversas agencias, así como el representante de junta directiva, Michelle Jara-Rangel y la presidenta del concilio de póliza, Andrea Martines. Los miembros revisaron los datos obtenidos de la evaluación análisis comunitario; estas tienen que asegurarse que continúan cumpliendo con las normas de desempeño del programa de Head Start; con el fin de garantizar que las familias y niños más vulnerables de nuestra comunidad tengan acceso a nuestros servicios. Robert informó que durante estas reuniones se determinó que el termino de personas desamparadas se cambiarían para McKinley-Vento para eliminar cualquier estigma relacionado con el termino anterior,

y el programa espera que con este cambio más familias elegibles soliciten servicios bajo esta categoría. También se acordó que se les otorgaran puntos adicionales a los alumnos diagnosticados con una incapacidad, o que cuenten un plan de IEP o IFSP. Los puntos para las categorías anteriormente mencionadas incrementaron de 150 a 200 puntos. Robert también informó que también hubo cambios en la categoría designada como idioma del hogar se cambió a lengua materna. Una vez concluida la presentación Andrea agradeció la oportunidad que se le otorgó para participar en el comité de selección y reclutamiento, agregando que aprendió mucho. Teresa Fajardo presentó una propuesta para la aprobación del plan de reclutamiento y selección de Head Start para el ciclo 2022-2023, esta fue secundada por Ashley McAllister. Propuesta aprobada por unanimidad.

7. <u>Reportes permanentes</u>

a. Programa de gobernanza – Lisa Gonzales, coordinadora del programa de gobernanza

Lisa agradeció a todos por su asistencia y le dio la bienvenida al nuevo miembro, Kaylonie Howard; quien representa a la guardería Harvey Hall. También presentó a Michelle Jara-Rangel, quien representa a la junta directiva, se les dio la bienvenida a ambos miembros. Lisa agregó que el representante de la junta directiva estará proporcionando información sobre las reuniones de estas al concilio de póliza. Lisa agregó que habían recibido una solicitud para llenar la vacante de representante comunitario, los miembros tendrán la oportunidad de votar sobre esta solicitud en la próxima reunión. Se les informó a los miembros sobre el evento Leyendo en todo América, el cual se realizó en febrero, se agradeció todos los participantes, como Pablo Reyes, quien fue a leer en la guardería Harvey L. Hall y Ashley McAllister, quien asistió a la guardería Pete Parra. Lisa exhortó a los padres a participar en las reuniones mensuales, agregando que es una tribuna adicional para informarse, sino es una oportunidad adicional para compartir la información que se obtuvo en la reunión del concilio de póliza. Lisa señaló que el consejo se ha reunido por casi seis meses. Agradeció nuevamente a los miembros por su compromiso con el concilio, agregando que su participación, aportes y defensa están realmente haciendo una diferencia.

b. Representante comunitario – Nila Hogan

Nila habló sobre la importancia del cuidado propio para los padres e informó a los miembros que se les estarán enviando dos enlaces sobre este tema. Dijo que el cuidar de nuestras familias puede resultar exhaustivo, agregando que para que, para proporcionar buen cuidado, los padres deben atender sus necesidades para mantener bien a nuestras familias. Nila agregó que uno de los enlaces cuenta con consejos simples sin costo que le pueden ayudar a mantener cuidado personal. Nila dijo que, llegando el mes de abril, este se ha denominado el mes de prevención de abuso infantil, agregando que en el curso de su trabajo y en conjunto con otras agencias dentro de la misma área, ha visto la importancia de tener un plan familiar de cuidado personal. Nila enfatizó que el segundo enlace que se enviará contiene información sobre el tema; el cual proporciona el proceso paso a paso sobre cómo crear un plan de cuidado personal para la familia y los objetivos que desean cumplir como familia. Nila exhorto a los miembros a hacer uso de los enlaces y recordar la importancia del cuidado personal para toda la familia.

c. Early Head Start de San Joaquín – Nicole Nino, EHS de San Joaquín, especialista de compromiso familiar y supervisora del programa de servicios a domicilio

Nicole informó que el boletín mensual s'more de marzo incluyó información sobre la exploración de igualdad en el programa, también incluía el reconocimiento de prejuicios, así como la igualdad cultural y salud mental. Se presentaron videos sobre el conocimiento practico sobre el estado emocional, así como folletos para padres sobre el estrés y cómo usar un lenguaje positivo para mejorar el comportamiento de los niños en la serie mochila del modelo pirámide. El boletín ha recibido 155 visitas hasta la fecha. La actividad del compromiso familiar tuvo como actividad el baile congelad. Esta es una forma de fomentar interacciones positivas entre padres e hijos mientras se promueve ve el desarrollo motriz grueso, la conciencia de espacio y autogestión. Los padres pueden jugar este divertido baile y compartir sus experiencias. E honor al Dr. Seuss, la experiencia gastronómica de marzo se concentró en acumular del El Gato en el Sombrero. El personal asistió a los alumnos y utilizaron ingredientes para hacer un árbol frutal con fresas, plátanos y kiwi. También se utilizaron aguacate, cilantro, tomates, jugo de limón, crema agria, y queso cheddar. Cuando los alumnos trozan el cilantro y los aguacates están utilizando sus habilidades finas. Además, con esta actividad los niños tuvieron la oportunidad de explorar diferentes texturas, olores y colores de los ingredientes utilizados para esta experiencia gastronómica. El personal recibió capacitación sobre la

fatiga por compasión y el estrés en el trabajo. Esta capacitación estuvo a cargo de Alex Larga espada, consultor de salud mental del Concilio. La capacitación destaco como el personal puede identificar el estrés y las estrategias para manejar los factores estresantes tanto en el trabajo como en casa.

d. Asociación de cuidado infantil Early Head Start – Jasmine Ponce

Jasmine habló sobre la reciente ceremonia de inauguración de la Escuelita Hernández, la cual se llevó a cabo el 24 de febrero del presente año. Este evento contó con la presencia de varios programas de CAPK, como Early Head Start, servicios a domicilio y el programa 211 y otras agencias asociadas. Otros programas que asistieron a la ceremonia fueron Kern Early Stars y la clínica dental móvil del condado de Kern. Tres personas que asistieron al evento tuvieron la oportunidad de recibir la vacuna de COVID-19 y a 23 niños inscritos se les realizó un examen dental. Esta ceremonia fue transmitida por el noticiero loca, lo cual generó bastante interés en la comunidad, como resultado hemos recibido varias nuevas solicitudes. El salón de prekínder y de infantes ha mantenido inscripción completa para el presente mes. El salón de bebés tiene una lista de espera, y las inscripciones se abrirán cuando se haya culminado la inspección. Cuatro centros asociados participaron en el evento Leyendo en todo América y tuvieron lectores invitados quienes participaron en las actividades temáticas del Dr. Seuss. Los salones del colegio de Bakersfield tuvieron la oportunidad de participar en el evento culinario en donde se les sirvió blanquillos verdes y jamón. El 10 de abril, representantes de los servicios a domicilio asistirán al picnic de la empacadora Grimmway Farms, para patrocinar la inscripción en los programas. Garden Pathways ha iniciado la actualización de algunas de las instalaciones para proporcionarle un espacio al equipo de mentores en el segundo piso. Por último, Jasmine informó que cuentan con 46 familias inscritas en ReadyRosie y los defensores de la familia, han proporcionado un total de 750 recursos para las familias hasta la fecha.

e. Junta directiva – Michelle Jara-Rangel, miembro de la junta directiva de CAPK

Michelle compartió su aprecio y entusiasmo por la oportunidad de participar en el concilio de póliza. Informó que la junta directiva se reunió el 26 de enero, 2022, en dicha junta se acordó por unanimidad la nominación de los candidatos oficiales de la junta. Durante esta reunión con se votó electrónicamente y los resultados se presentarán en la próxima junta a realizarse el 23 de febrero del presente año. Se presentaron dos nominaciones para la vicepresidencia y las nominaciones para oficiales se aceptaron sin ninguna oposición. También durante esta junta se aprobaron todos los elementos del calendario de consentimiento y las propuestas de acción en los nuevos intercambios, excepto por la institución de desarrollo financiero comunitario. La junta instruyó al personal para continuar sus pláticas con la unión llamada Valley Strong Credit Union para determinar su interés en asociarse con CAPK y reportar sus resultados a la junta directiva. Dentro de los reportes aprobados se incluyeron el reporte de auditoría independiente, la solicitud para la extensión de los subsidios disponibles de EHS, la remisión de la solicitud de continuación de financiamiento para el ciclo 2022-2023 al departamento de Servicios Sociales de California (CDSS, siglas en inglés) para continuar auspiciando los programas CMAP, CMIG, CMSS y CCTR. También se aprobó el acuerdo del panel de capacitación laboral del distrito de universidades comunitarias de Kern. El informe de la fundación CAPK, así como también el informe del concilio de póliza se presentaron durante la misma junta. EL CEO Jeremy Tobías informó que se han aprobado 70 solicitudes de exclusión de vacuna y 800 empleados han recibido todas las dosis disponibles. También se proporcionó el informe de sesión cerrada, señalando que no se tomaron ningunas determinaciones sobre los temas presentados.

f. Head Start/Desarrollo infantil estatal – Yolanda Gonzales, directora de Head Start/Desarrollo infantil estatal

Yolanda agradeció a los presentes por su dedicación y compromiso para apoyar al Head Start y ayudar a garantizar la continuidad de un programa de alta calidad. Agradeció particularmente a la representante de la junta directiva, Michelle Jara-Rangel por su participación en el concilio de póliza, así como también a Nila Hogan. Yolanda informó que el protocolo de salud se continúa revisando para justar algunos cambios que estén a la par de la tendencia actual y poder ampliar servicios nuevamente. Dijo que continuamos bajo el reglamento de emergencia con respecto al uso de cubrebocas para todos los niños de dos años en adelante, esto conlleva el uso de cubrebocas para el personal, así como también para los padres de los alumnos participantes. La CDC continúa actualizando el programa y también está realizando los cambios necesarios para garantizar la salud y seguridad de todos. Yolanda informó que los resultados de la auditoria FA-2 estarán disponibles muy

pronto y agradeció a todos los que participaron en ese proceso. Señaló que el programa recibió felicitaciones por la solidez de los procesos que se encontraron durante la revisión. Yolanda habló brevemente sobre los desafíos a los que el programa se está enfrentando, debido a la escasez de personal capacitado, señalando que existen muchas vacantes. El personal está trabajando en diferentes estrategias para enfrentar este desafío, así como establecer nuevas ideas sobre como reclutar más personal. Agregó que, en los meses venideros, se estarán realizando ferias de empleo. El programa en asociación con el colegio de Bakersfield para discutir sobre la creación de empleos de nivel básico, por ejemplo, de asistente para atraer a los padres que les gustaría incursionar en el campo de la educación temprana. Yolanda agregó que este proceso se encuentra en las primeras etapas, se necesitaran crear descripciones de los puestos, así como también la aprobación de la junta directiva, ella mantendrá informado al concilio. Por último, Yola agradeció nuevamente a los miembros por su continuo compromiso y asistencia.

8. <u>Reporte de la presidenta del concilio de póliza</u>

Andrea agradeció a todos por su asistencia, enfatizando que se siente orgullosa e impresionada con el concilio y la continua participación en cada junta. Andrea agregó su testimonio sobre el apoyo que los empleados le brindan a los padres y les informó que tuvo alguno que atender algunos asuntos familiares que le impidieron asistir a la junta del concilio el mes pasado. Les recordó a los presentes que la familia tiene prioridad y Head Start apoya a los padres y alumnos de la misma manera, así como también al resto de la familia. Por último, dijo que solo les quería recordar que ella necesitaba escuchar.

9. <u>Comentarios de los miembros del concilio de póliza</u>

Se les proporcionó a los miembros la oportunidad de compartir comentarios. Dominique Bassi, agradeció a todos por la información que se compartió. Isabelle Diaz informó a los presentes que contaba con información de la autoridad de vivienda de Kern, y la podía compartir con las personas interesadas en obtener asistencia para la renta o los servicios públicos, les exhortó a comunicaran con ella. Teresa Fajardo expresó su aprecio por todos los recordatorios de las juntas, señalando que son bastante útiles para las personas muy ocupadas añadió que también agradece el apoyo que se le brinda. Nila Hogan agradeció la oportunidad de asistir a la ceremonia de apertura de la Escuelita Hernández, invitó a los presentes a visitarla cuando tengan oportunidad. Tuvo la oportunidad de experimentar el aprecio que los padres tienen por su centro. Michelle Jara-Rangel agradeció a los presentes por su participación en el concilio de póliza, así como el apoyo que brindan al programa. Ashley McAllister agradeció a al personal y a los demás miembros por su asistencia, enfatizando que son parte esencial de este complicado proceso. Compartió con los presentes que este año tuvo la oportunidad de asistir a la reunión de primavera de los nativos americanos, tuvo esta oportunidad porque le enviaron un volante por medio de la aplicación de Learning Genie, y les exhortó a utilizar esta plataforma para recibir notificaciones sobre recursos, eventos entre otros temas. Jasmine Ponce presentó algunas preguntas sobre el picnic de Grimmway, se le informó que no es un evento abierto al público, ya que este se organiza para los empleados y sus familias. Se añadió que los programas de visitas a domicilio fueron invitados como representes de la comunidad, para diseminar información sobre los servicios que están disponibles para las familias. Pablo informó que se divirtió mucho con su participación del evento Leyendo en toda América, añadió que asistió a la guardería en donde sus hijas están inscritas (Harvey Hall). Exhortó a los padres a los presentes para participar cuando se les presente la oportunidad. Pablo añadió que su participación lo hizo más consiente sobre la importancia de la lectura diaria. Dijo que fue una experiencia maravillosa.

10. <u>Próxima reunión programada</u>

La próxima junta se llevará a cabo el 26 de abril, 2022, a las 5:30 p.m.

11. <u>Conclusión</u>

La junta concluyó a las 6:31 p.m.

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council School Readiness Committee
Meeting Minutes
March 10, 2022
Audio Only: (213) 204-2374 Meeting ID: 489 926 748#

1. **Welcome**
   The group was welcomed to the meeting. Leslie Mitchell, Assistant Director - Education introduced herself to the committee.

2. **Call to Order**
   a. Meeting was called to order at 5:29 p.m. by Chairperson Monique Davis.

3. **Roll Call and establish Quorum (half plus one)**
   a. PC members present: Monique Davis, Teresa Fajardo, Kaylonie Howard
   b. PC Members Absent: None

4. **Approval of Agenda**
   Motion was made to approve the agenda dated March 10, 2022, with subsequent approval. Motion carried unanimously.

5. **Approval of Minutes**
   Motion was made to approve the minutes dated February 10, 2022, with subsequent approval. Motion carried unanimously.

6. **Introduction of Guests**
   Guests in attendance were Maria Guadian, Family Engagement and Inclusion Manager and Leslie Mitchell, Assistant Director – Education.

7. **Public Forum**
   (The public wishing to address the PC School Readiness 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**-Maria Guadian, Family Engagement and Inclusion Manager
   a. **Introduction**
      Maria introduced herself.
   b. **What does Inclusion mean? What does Family Engagement mean?**
      Maria asked the audience to please answer the two questions. The members provided answers to both questions.
   c. **Family Engagement Supporting School Readiness**
      Maria discussed how Family Engagement supports School Readiness. Parents are their child's primary teachers. The CCR Family Strengths, Needs, and Interests Survey are used to identify needs and aspirations. The Head Start program partners with families in establishing the Family Partnership Agreement. Resources and referrals are provided as needed to families. ReadyRosie is our parenting curriculum where families can access "modeled moment" videos and resources to support their parenting skills.

d. **Inclusion Supporting School Readiness**
Maria discussed how Inclusion supports School Readiness. She described the framework for effective practice and emphasized the importance of highly individualized teaching to support children's individual needs. Parents complete the Ages and Stages Questionnaire-3 within 45 days. Maria also discussed the support to children, parents, and staff when the child has an Individualized Family Service Plan (IFSP) or Individualized Education Program (IEP).

9. Announcements
None

10. Adjournment
Meeting was adjourned at 6:06 p.m.

Maria Guadian, Family Engagement and Inclusion Manager
March 17, 2022

Asociación de Acción Comunitaria de Kern
Head Start / Desarrollo Infantil Estatal
Comité de preparación escolar del concilio de póliza
Reseña de la junta
10 de marzo, 2022
Sólo por audio: (213) 204-2374 Número de identificación de la junta: 489 926 748#

1. **Bienvenida**
   Se le dió la bienvenida al grupo. Leslie Mitchell, subdirectora de educación se presentó ante el comité.

2. **Convocación de reunión**
   a. Monique Davis, presidenta convocó oficialmente la junta a las 5:29 p.m.

3. **Pase de lista establecimiento de cuórum (La mitad más uno)**
   a. Miembros del comité presentes: Monique Davis, Teresa Fajardo, Kaylonie Howard
   b. Miembros del comité ausentes: Ninguno

4. **Aprobación de agenda**
   Se presentó una propuesta para aprobar la agenda fechada el 10 de marzo, 2022, con la aprobación subsecuente. Propuesta aprobada por unanimidad.

5. **Aprobación de minutos**
   Se presentó una propuesta para aprobar los minutos fechados el 10 de febrero.2022, con la aprobación subsecuente. Propuesta aprobada por unanimidad.

6. **Presentación de invitados**
   Los invitados presentes fueron María Guadian, gerente de compromiso familiar e incorporación y Leslie Mitchell, subdirectora de educación.

7. **Foro publico**
   (El público que desee dirigirse al comité de preparación escolar, puede hacerlo en este momento, sin embargo, el comité no tomará ninguna determinación, sino que referirá el tema al personal para su estudio y análisis)
   Ninguno

8. **Presentación/discusión de temas**-Maria Guadian, gerente de compromiso familiar e incorporación
   a. **Introducción**
      Maria se presentó.
   b. **¿Cuál es el significado de incorporación? ¿Cuál es el significado de compromiso familiar?**
      María le pidió a los presentó que respondieran a ambas preguntas. Los presentes presentaron sus respuestas.
   c. **Compromiso familiar en apoyo a la preparación escolar**
      María explicó cómo la participación familiar apoya la preparación escolar. Los padres son los primeros maestros de los niños. Explicó que la Encuesta de Fortalezas, Necesidades e intereses de la familia (CCR, siglas en inglés) se utiliza para identificar las necesidades y propósitos de la familia. El programa Head Start forma una asociación con las familias para establecen un acuerdo de asociacion familiar. Se les proporcionan recursos y referencias de acuerdo con las necesidades de las familias.

Ready Rosie es el plan de estudios al que las familias tienen acceso a videos y recursos de ejemplos de modelos para apoyar a las familias con la crianza de sus hijos.

d. **Incorporación en apoyo a la preparación escolar**
Maria explicó cómo la incorporación apoya la preparación escolar. Describió el marco de prácticas positivas y enfatizó la importancia de estructurar una educación altamente individualizada para apoyar las necesidades individuales de los alumnos. Los padres llenan el cuestionario de Etapas y edades durante los 45 días subsecuentes a la inscripción. Maria habló sobre el apoyo que se les proporciona al personal y los padres cuando los alumnos cuentan con un plan de servicio familiar (IFSP, siglas en inglés) o un plan de educación individualizado.

9. Anuncios
Ninguno

10. Conclusión
Se concluyó la reunión a las 6:06 p.m.

Maria Guadian, gerente de incorporación y compromiso familiar
17 de marzo, 2022

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council Budget & Finance
Committee Meeting Minutes
March 15, 2022
Audio Only: (213) 204-2374 Meeting ID: 993 886 629#

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

2. **Call to Order**
   a. The meeting was called to order at 6:02 p.m. by Chairperson Ashley McAllister.

3. **Roll Call and establish Quorum (half plus one)**
   a. Quorum was established.
   b. PC Members present: Ashley McAllister, Pablo Reyes, Jasmine Ponce
   c. PC Members not present: None

4. **Approval of Agenda**
   Pablo Reyes made a motion to approve agenda dated March 15, 2022; second by Ashley McAllister. Motion carried.

5. **Approval of Minutes**
   Pablo Reyes made a motion to approve the minutes dated February 15, 2022; seconded by Ashely McAllister. Motion carried.

6. **Introduction of Guests**
   Guests in attendance were Tracy Webster, Chief Financial Officer, Louis Rodriguez, Finance Administrator and Lisa Gonzales, Program Governance Coordinator

7. **Public Forum**
   (The public wishing to address the PC Budget & Finance 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** – Tracy Webster, Chief Financial Officer
   Budget to actual information was shared with the committee for all Head Start grants, Kern HS/ EHS, EHS San Joaquin, EHS Partnership and American Rescue Plan funding for budget period ending February 28, 2022. Tracy shared the percentage expended of each budget for the reporting period, as well as indicated if the status was on trend, expended, under budget, etc. In-kind information was also shared with the committee for both Kern and San Joaquin Counties.

   In sharing budget information for Early Head Start San Joaquin Tracy stated this budget was unique in the fact that it traditionally ends in January however with the consolidation of grants a one-month extension to the current grant cycle was approved.

   Parent travel and childcare information was also shared noting that at this time there hasn't been an opportunity for such so at this time there aren't expenditures to record in this category.

Parent activity reports were also shared with expenditures at a minimal due to COVID.

Upon completion of the presentation and discussion items, members had an opportunity to ask questions.

Questions were posed as to if the information presented was for specific centers or for all centers. Tracy stated the information presented reflects all centers within the program. Clarification was also provided with regard to in-kind totals as noted on the reports shared and how those figures are calculated. Various examples of parent participation that qualify as in-kind were shared with committee. It was also noted that in-kind is a requirement from our funding source.

Through ensuing conversation, it was thought that perhaps an overlay or a reference sheet might be helpful to provide more understanding of the categories as outlined on the financial documents. Tracy also spoke about a finance training that would be a great opportunity for members to attend. She also extended an invitation to meet one on one to answer any detailed questions as it relates to the budget/financial documents. Tracy was appreciative of the inquiries and shared with members how important it is that they have a full understanding of information being presented as they are making decisions about the program.

Members shared their thoughts and experiences thus far on participating in Policy Council (and sub committees). They also discussed how they feel being involved at this level of the program and the difference they are making in not just their child's education but for all of the children enrolled in the program.

9. <u>Announcements</u>

Lisa reminded the committee of the upcoming Policy Council Meeting taking place on Tuesday, March 22, 2022. She also thanked Pablo and Ashley for their participation in Read Across America. Lisa commended Jasmine for her input and the questions she raised noting this was the perfect platform to have that discussion.

10. <u>Adjournment</u>

Meeting was adjourned at 6:38 p.m.

Asociacion de Acción Comunitaria de Kern
Head Start /Desarrollo Infantil Estatal
Comité de Presupuestos y Finanzas
Resumen de la junta
15 de marzo, 2022
Solo por audio: (213) 204-2374 Número de identificación de la junta: 993 886 629#

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

2. **Convocación de reunión**
   a. Ashley McAllister, presidenta convocó al orden la junta a las 6:02 p.m.

3. **Pase de lista, establecimiento de cuórum (la mitad más uno)**
   a. Se estableció cuórum.
   b. Miembros del comité presentes: Ashley McAllister, Pablo Reyes, Jasmine Ponce
   c. Miembros del comité ausentes: Ninguno

4. **Aprobación de agenda**
   Pablo Reyes presentó una propuesta para la aprobación de la agenda fechada el 15 de marzo, 2022, esta fue secundada por Ashley McAllister. Propuesta aprobada.

5. **Aprobación de minutos**
   Pablo Reyes presentó una propuesta para la aprobación de los minutos fechados el 15 de febrero, 2022; esta fue secundada por Ashley McAllister. Propuesta aprobada.

6. **Presentación de invitados**
   Los siguientes invitados estuvieron presentes Tracy Webster, directora de finanzas, Louis Rodriguez, administrador de finanzas y Lisa Gonzales, coordinadora del programa de gobernanza

7. **Foro público**
   (El público que desee dirigirse al comité de presupuestos y finanzas puede hacerlo en este momento, sin embargo, el comité no tomará ninguna acción, solo referirá al personal para su estudio y análisis.)
   Ninguno

8. **Presentación/Temas de discusión**– Tracy Webster, directora de finanzas
   Se revisó la información de los presupuestos de todos los subsidios de Head Start y Early Head Start de Kern, Early Head Start San Joaquín y la Asociación de Cuidado Infantil Early Head Start, así como el plan de Rescate Americano para el período que culminó el 28 de febrero, 2022. Tracy explicó el porcentaje de fondos que se han desembolsado hasta el momento en todos los subsidios. También indicó las tendencias, los gastos por debajo del presupuesto etc. Ella distribuyó información sobre las donaciones para ambos condados; Kern y San Joaquín.

   Mientras se explicaba la información presupuestaria de Early Head Start de San Joaquín, Tracy enfatizó que este presupuesto es único, ya que su ciclo termina en enero; sin embargo, con la consolidación de todos los presupuestos, se aprobó una extensión del mes para el ciclo actual de todos los presupuestos.

También se compartió la información sobre los viajes para padres y cuidado infantil, se informó que estos fondos no se han utilizado por el momento dentro de esta categoría.

Los informes de actividades para padres indican una mínima cantidad de gastos debido a COVID.

Después de la presentación de los temas, se le otorgó a los presentes la oportunidad de realizar preguntas.

Se plantearon preguntas cuestionando si la información que se presentó era específica para uno o todos los centros. Tracy informó que la información se refería a todos los centros dentro del programa. Se dieron aclaraciones sobre los totales de donaciones como se indica en los informes que se presentaron, así como también como se calculan esos totales. Se les explicó a los miembros del comité como se hacen los cálculos de las donaciones que los padres hacen por medio de participación. Se agregó que las donaciones de los padres es un requisito para obtener fondos para los subsidios que recibimos.

Durante la conversación sobre el tema, se sugirió que se podría agregar una hoja de referencia para que los miembros puedan entender las categorías como se describen en los datos financieros. Tracy también explicó que habrá una capacitación financiera, y sería una excelente oportunidad que los miembros podrían aprovechar. Extendió una invitación para hacer juntas individuales, para poder explicar con más detalle el presupuesto y los documentos financieros. Tracy agradeció las preguntas formuladas y enfatizó la importancia de comprender la información que se presenta, durante la toma de decisiones sobre el programa.

Los miembros compartieron lo que han experimentado hasta el momento sobre su participación en el concilio de póliza y los subcomités. También platicaron sobre su involucración en el programa, y la influencia que están teniendo en la educación de sus hijos, así como también todos los alumnos inscritos en el programa.

9. <u>Anuncios</u>

Lisa les recordó a los presentes sobre la próxima junta del concilio de póliza que se llevará a cabo el próximo 22 de marzo del presente año. Agradeció a Pablo y Ashley por su participación en el evento de Lectura en América, sus aportaciones y preguntas en el comité, señalando que era la plataforma perfecta para tener esta conversación.

10. <u>Conclusión</u>

La sesión concluyó a las 6:38 p.m.

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council Planning Committee
Meeting Minutes
April 5, 2022
Per Governor's Executive Order N-25-20

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

2. **Call to Order**
   a. Meeting was called to order at 5:31 p.m., by Nila Hogan

3. **Roll Call and establish Quorum (half plus one)**
   a. Quorum was established.
   b. **PC Members present:** Isabelle Diaz, Nila Hogan, Michelle Jara-Rangel, and Ashley McAllister
   c. **PC members absent:** None

4. **Approval of Agenda**
   a. Motion to approve the agenda dated April 5, 2022, was made by Michelle Jara-Rangel; Ashley McAllister seconded. Motion carried unanimously.

5. **Approval of Minutes**
   a. Motion to approve the minutes dated March 1, 2022, was made by Ashley McAllister; Michelle Jara-Rangel seconded. Motion carried unanimously.

6. **Introduction of Guests**
   Guests in attendance tonight were Jerry Meade, Assistant Director, Robert Espinosa, PDM Administrator; Christopher Tafoya, 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. The Division/Program Monthly Activity Report– Informational Item. The Enrollment Report was shared for March 2022. Head Start Kern reported 73% enrollment; Early Head Start reported 62% enrollment during this reporting period. Robert informed members 5% of children enrolled in Head Start Kern had an IFSP (Individual Family Service Plan); IEP (Individualized Education Plan) in March. Early Head Start reported 16% IEP enrollment for the same reporting time. In the over income category, none of the programs were above the 10% goal; therefore, we were in compliance.

   The division staffing report included 103 vacant positions for the month of March. The Family Medical Leave report noted there are 41 employees on continuous leave and 73 on intermittent leave. The highlights section reported that during the month of March there were three employees onboard, 7 days of interviews were conducted for eight open requisitions. In the program highlights section, it was reported Escuelita Hernandez is pending licensing; however, there are children on the waitlist to be served.

Robert presented the Child and Adult Care Food Program (CACFP) report. There was a total of 64,897 meals delivered with 53,549 prepared by Central Kitchen for the month of February 2022. The highlights section informed Tyrone Trapp was promoted and has assumed the position of Food Service Manager. The Central Kitchen provided 679 lunches to four of the five centers located in East Kern. Lunches were provided due to the vendors that normally provide lunch to East Kern were closed for Spring break in mid to late March.

9. Announcements

None

10. Adjournment

Meeting was adjourned at 5:46 p.m.

Asociación de Acción Comunitaria de Kern
Head Start / Desarrollo infantil estatal
Resumen de la junta del comité de planeación del concilio de póliza
5 de abril, 2022
Por orden ejecutiva gubernamental N-25-20

1. **Bienvenida**
   Se dió la bienvenida al grupo.

2. **Llamado de orden**
   a. Nila Hogan, llamó al orden la junta a las 5:31 p.m.

3. **Pase de lista y establecimiento de cuórum (la mitad más uno)**
   a. Se estableció cuórum.
   b. **Miembros del comité presentes:** Isabelle Diaz, Nila Hogan, Michelle Jara-Rangel, y Ashley McAllister
   c. **Miembros ausentes:** Ninguno

4. **Aprobación de agenda**
   a. Michelle Jara-Rangel presentó una propuesta para la aprobación de la agenda fechada el 5 de abril, 2022; Ashley McAllister la secundó. Propuesta aprobada por unanimidad.

5. **Aprobación de minutos**
   a. Ashley McAllister presentó una propuesta para la aprobación de los minutos fechados el 1 de marzo, 2022; Michelle Jara-Rangel la secundó. Propuesta aprobada por unanimidad.

6. **Presentación de invitados**
   Los invitados presentes fueron: Jerry Meade, asistente del director, Robert Espinosa, administrador de PDM; Christopher Tafoya, analista administrativo y Leticia Villegas, traductor, asistente del programa.

7. **Foro publico**
   (El público que desee dirigirse 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 su estudio y análisis)
   Ninguno

8. **Presentación / Discusión de temas**
   a. Reporte de actividad mensual de la división y/o programa– Componente informativo. Se revisó el informe del mes de marzo 2022. Head Start reportó una inscripción del 73%, Early Head Start un 62% durante el mismo periodo del informe. Robert informó a los miembros que el 5% de los niños inscritos en Head Start de Kern contaban con un plan de servicio familiar (IFSP, siglas en inglés) o un plan de educación individualizado (IEP, siglas en inglés) para el mes de marzo. Early Head Start reportó un total de 16% para el mismo periodo de inscripción. En la categoría de ingresos superiores ninguno de los programas estuvo por encima de la meta del 10%, estamos cumpliendo con los parámetros.

   El reporte de la división de personal informa que contamos con 103 vacantes para el mes de marzo. Los reportes de licencias médicas informan que hay 41 empleados con licencia continua y 73 con licencia intermitente. La sección de desempeño informa que durante el mes de marzo hubo tres empleados incorporados y se realizaron entrevistas en un periodo de 7 días para 8 vacantes. En la sección de desempeño se informa que la Escuelita

Hernandez continua esperando la aprobación de su licencia, y ya cuentan con una lista de espera para inscripción.

Robert presentó el informe del programa de alimentación y cuidado infantil y para adultos CACFP, siglas en inglés. Para el mes de marzo, se proporcionaron un total de 64,897 comidas, de estas la cocina central preparó un total de 53,549 para el mes de febrero 2022. La sección de aspectos destacados informó que Tyrone Trapp fue ascendido al puesto de gerente de servicios de alimentación. La cocina central proporcionó 679 almuerzos para cuatro de los cinco centros localizados en el este de Kern. Se proporcionó esta cantidad de almuerzos porque los proveedores que normalmente brindan este servicio se encontraban cerrados por las vacaciones de primavera a mediados o fines de marzo.

9. Anuncios

Ninguno

10. Clausura de sesión

La sesión se clausuró a las 5:46 p.m.

o

MEMORANDUM

To: Budget and Finance Committee of the Policy Council

From: Tracy Webster, CFO/ Louis Rodriguez, Finance Administrator

Date: April 19, 2022

Subject: *Head Start*
Budget to Actual Report for the period ended March 31, 2022 – **Info Item**

The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year budget period, the third-year budget period is March 1, 2022, through February 28, 202.

The following are highlights of the Head Start Budget to Actual Report for the period of March 1, 2022, through March 31, 2022. One month (8.3%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 5% of the budget, which is slightly greater than expenditures at this point in the prior budget period.

Training & Technical Assistance Funds

Overall expenditures are at 2% of the budget.

Carryover Funds

Overall expenditures for the month of March are 1.3M. We are currently awaiting approval for the carryover budget.

Non-Federal Share (Head Start and Early Head Start combined)

Non-Federal share is at 17% of the budget.

Community Action Partnership of Kern
Head Start
Budget to Actual Report
Budget Period: March 1, 2022 - February 28, 2023
Report Period: March 1, 2022 - March 31, 2022
Month 1 of 12 (8.3%)

Prepared 2/10/2022

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	8,963,132	341,113	8,622,019	4%	96%
FRINGE BENEFITS	3,619,011	162,288	3,456,723	4%	96%
TRAVEL	-	5,634	(5,634)		
EQUIPMENT	55,000	-	55,000		
SUPPLIES	890,498	37,996	852,502	4%	96%
CONTRACTUAL	165,175	19,150	146,025	12%	88%
CONSTRUCTION	-	-	-		
OTHER	2,724,977	195,656	2,529,321	7%	93%
INDIRECT	1,584,740	109,419	1,475,321	7%	93%
TOTAL BASE FUNDING	**18,002,533**	**871,255**	**17,131,278**	**5%**	**95%**

TRAINING & TECHNICAL ASSISTANCE

TRAVEL	41,904	-	41,904	0%	100%
SUPPLIES	23,986	-	23,986	0%	100%
CONTRACTUAL	22,800	-	22,800	0%	100%
OTHER	72,752	2,608	70,144	4%	96%
INDIRECT	16,144	89	16,055	1%	99%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**177,586**	**2,698**	**174,888**	**2%**	**98%**

CARRYOVER

SUPPLIES	-		-	#DIV/0!	#DIV/0!
CONTRACTUAL	-		-	#DIV/0!	#DIV/0!
CONSTRUCTION	-	1,252,521	(1,252,521)	#DIV/0!	#DIV/0!
OTHER	-	-			
INDIRECT	-	52	(52)		
TOTAL CARRYOVER	**-**	**1,252,574**	**(1,252,574)**	**#DIV/0!**	**#DIV/0!**

GRAND TOTAL HS FEDERAL FUNDS	**18,180,119**	**2,126,527**	**16,053,592**	**12%**	**88%**

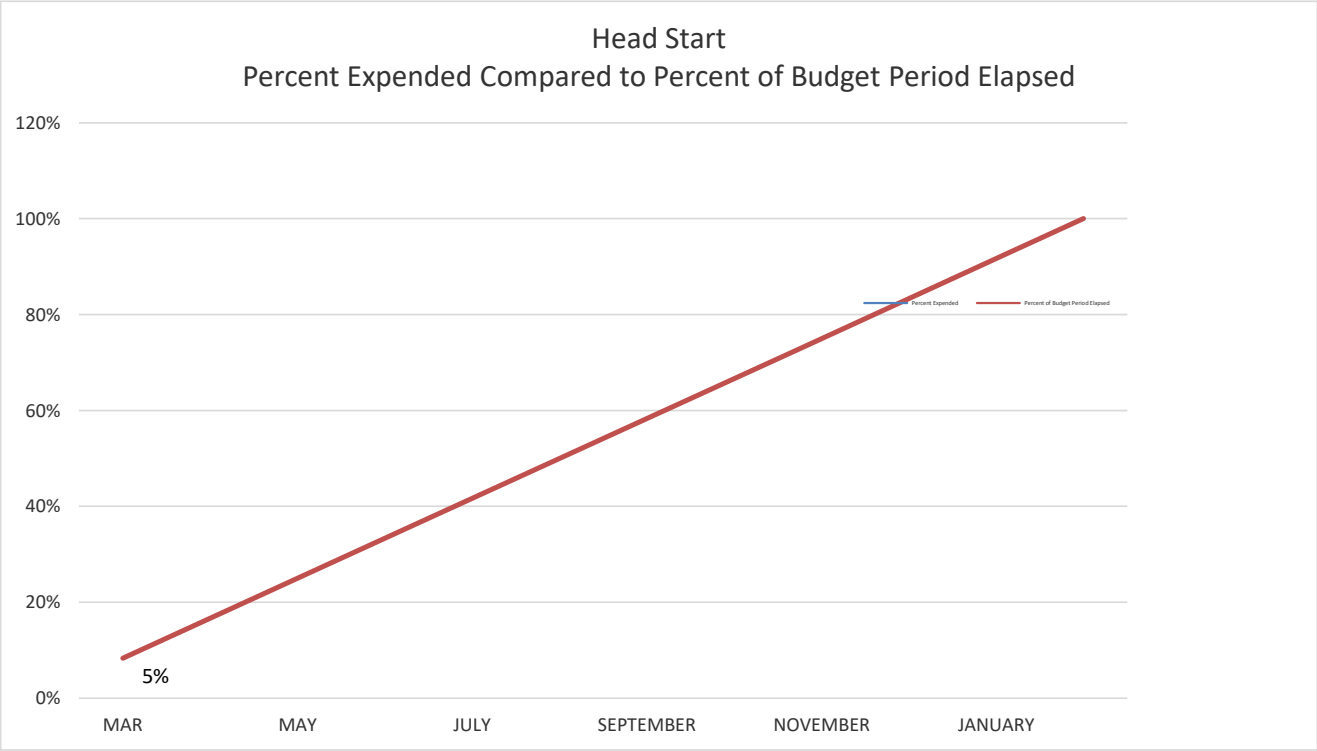
HEAD START and EARLY HEAD START COMBINED NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,567,638	3,362	1,564,276	0%	100%
CALIF DEPT OF ED	4,850,821	821,283	4,029,538	17%	83%
TOTAL NON-FEDERAL	**6,418,459**	**824,645**	**5,593,814**	**13%**	**87%**

Budget reflects Notice of Award #09CH011132-04-00
Actual expenditures include posted expenditures and estimated adjustments through 03/31/2022
Administrative Cost for HS and EHS Combined **4.6%**

Agency-Wide Credit Card Report

	CURRENT	1 TO 30	31 TO 60	61 TO 90	TOTAL	STATEMENT DATE
Wells Fargo	36,185	-	-	-	**36,185**	4/11/2022
Lowe's	14,815	5,699	-	-	**20,514**	4/7/2022
Smart & Final	590	-	-	-	**590**	4/1/2022
Save Mart	1,329	-	-	-	**1,329**	4/5/2022
Chevron & Texaco Business Card	13,308	-	-	-	**13,308**	4/6/2022
Home Depot	6,765	-	-	-	**6,765**	4/4/2022
	72,992	**5,699**	**-**	**-**	**78,691**	


Head Start
Percent Expended Compared to Percent of Budget Period Elapsed
120%
100%
80%
60%
40%
20%
0%
5%
MAR
MAY
JULY
SEPTEMBER
NOVEMBER
JANUARY
Percent Expended
Percent of Budget Period Elapsed

MEMORANDUM

To: Budget and Finance Committee of the Policy Council

From: Tracy Webster, CFO / Louis Rodriguez, Finance Administrator

Date: April 19, 2022

Subject: *Early Head Start*
Budget to Actual Report for the period ended March 31, 2022 – **Info Item**

The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year budget period, the third-year budget period is March 1, 2022, through March 31, 2022.

The following are highlights of the Kern Early Head Start Budget to Actual Report for the period of March 1, 2022, through February 28, 2023. One month (8.3%) of the 12-month budget period has elapsed.

Base Funds

Overall expenditures are at 4% of the budget.

Training & Technical Assistance Funds

Overall expenditures are at 1% of the budget.

Carryover Funds

Overall expenditures are 3.5k. We are currently awaiting approval for the carryover budget.

Community Action Partnership of Kern
Early Head Start
Budget to Actual Report
Budget Period: March 1, 2022 - February 28, 2023
Report Period: March 1, 2022 - March 31, 2022
Month 1 of 12 (8.3%)

Prepared 2/10/2022

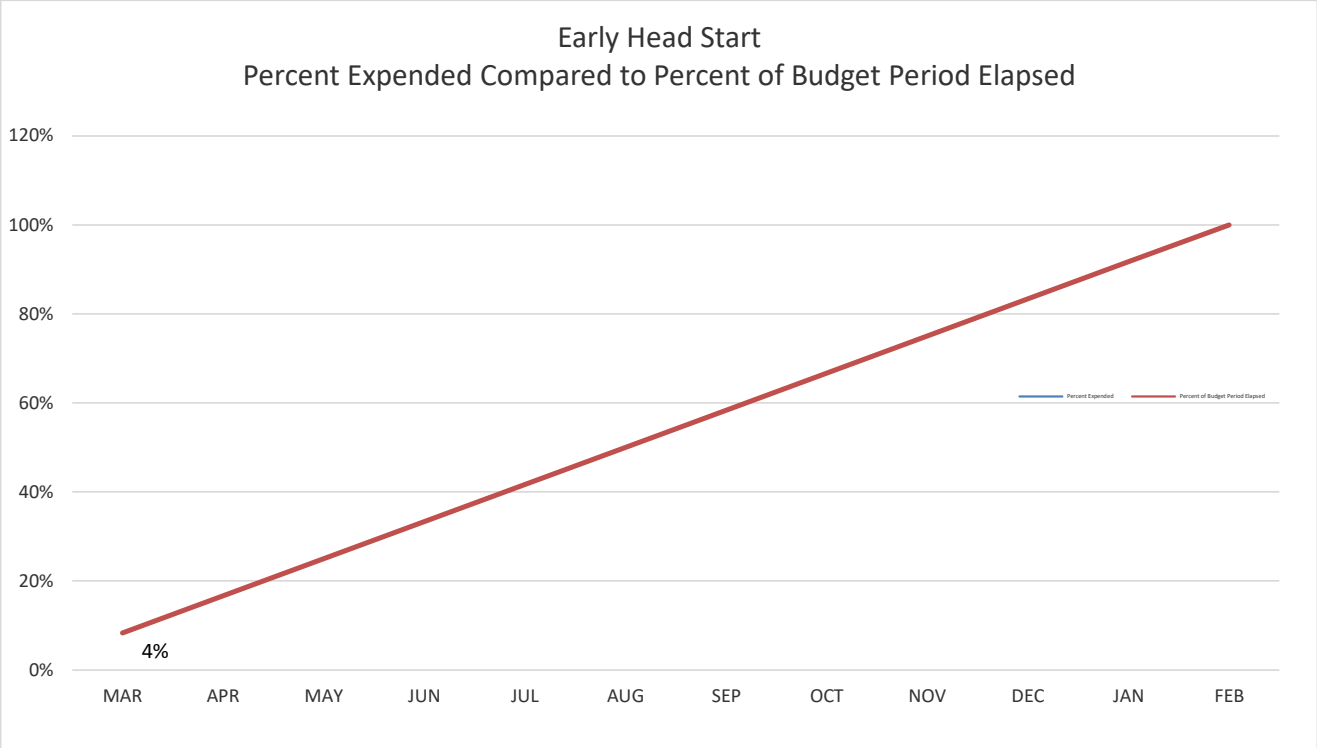
BASE FUNDS	**BUDGET**	**ACTUAL**	**REMAINING**	**% SPENT**	**% REMAINING**
PERSONNEL	9,444,729	337,083	9,107,646	4%	96%
FRINGE BENEFITS	2,228,717	132,578	2,096,139	6%	94%
TRAVEL	-	7,524	(7,524)		
EQUIPMENT	45,000	-	45,000		
SUPPLIES	946,255	70,710	875,545	7%	93%
CONTRACTUAL	1,051,918	5,589	1,046,329	1%	99%
CONSTRUCTION	-	-	-		
OTHER	1,784,305	122,875	1,661,430	7%	93%
INDIRECT	1,504,851	64,394	1,440,457	4%	96%
TOTAL BASE FUNDING	**17,005,775**	**740,752**	**16,265,023**	**4%**	**96%**

TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	44,192	-	44,192	0%	100%
SUPPLIES	30,013	-	30,013	0%	100%
CONTRACTUAL	26,080	-	26,080	0%	100%
OTHER	212,393	2,737	209,656	1%	99%
INDIRECT	31,268	723	30,545	2%	98%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**343,946**	**3,460**	**340,486**	**1%**	**99%**

CARRYOVER					
SUPPLIES	-	-	-		
CONTRACTUAL	-	-	-		
CONSTRUCTION	-	-	-	#DIV/0!	#DIV/0!
OTHER	-	3,441	(3,441)		
INDIRECT	-	116	(116)		
TOTAL CARRYOVER	**-**	**3,557**	**(3,557)**	**#DIV/0!**	**#DIV/0!**

GRAND TOTAL EHS FEDERAL FUNDS	**17,349,721**	**747,768**	**16,601,953**	**4%**	**96%**

Budget reflects Notice of Award #09CH011132-04-00
Actual expenditures include posted expenditures and estimated adjustments through 03/31/2022


Early Head Start
Percent Expended Compared to Percent of Budget Period Elapsed
120%
100%
80%
60%
40%
20%
0%
4%
MAR
APR
MAY
JUN
JUL
AUG
SEP
OCT
NOV
DEC
JAN
FEB
Percent Expended
Percent of Budget Period Elapsed

MEMORANDUM

To: Budget and Finance Committee of the Policy Council

From: Tracy Webster, CFO/ Louis Rodriguez, Finance Administrator

Date: April 19, 2022

Subject: *American Rescue Plan Funding*
Budget to Actual Report for the period ended March 31, 2022 – **Info Item**

The following are highlights of the American Rescue Plan Budget to Actual Report for the period of April 1, 2021 through March 31, 2022. Twelve months (100.0%) of the 12-month budget period have elapsed.

COVID

Overall expenditures are at 100% of the budget. These funds are being utilized to support the Summer Bridge Program options.

American Rescue Plan Act

Overall expenditures are at 15% of the budget. These funds are being utilized to support the Summer Bridge Program options.

Community Action Partnership of Kern

American Rescue Plan

Budget to Actual Report

Budget Period: April 1, 2021 - March 31, 2023

Report Period: April 1, 2021 - March 31, 2022

Month 11 of 12 (91.67%)

Prepared 1/11/2022

COVID	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	0	502,095	(502,095)		100%
FRINGE BENEFITS	0	107,505	(107,505)		100%
TRAVEL	0	0	0	0%	0%
EQUIPMENT	0	0	0		
SUPPLIES	500,000	0	500,000	0%	100%
CONTRACTUAL	0	0	0		100%
OTHER	170,559	0	170,559	0%	100%
INDIRECT	0	60,959	(60,959)		100%
TOTAL	**670,559**	**670,559**	**0**	**100%**	**0%**

American Rescue Plan Act

PERSONNEL	763,438	281,848	481,590	37%	63%
FRINGE BENEFITS	251,934	89,163	162,771	35%	65%
TRAVEL	0	0	0		100%
SUPPLIES	553,540	34	553,506	0%	100%
CONTRACTUAL	0	0	0		100%
OTHER	830,310	0	830,310	0%	100%
INDIRECT	266,580	37,156	229,424	14%	86%
TOTAL	**2,665,802**	**408,201**	**2,257,601**	**15%**	**85%**

GRAND TOTAL ARP FEDERAL FUNDS	**3,336,361**	**1,078,760**	**2,257,601**	**32%**	**68%**

Centralized Administrative Cost	9.1%
Program Administrative Cost	0.0%
Total Administrative Cost	**9.1%**

Budget reflects Notice of Award #09HE000432-01-01

Actual expenditures include posted expenditures and estimated adjustments through 03/31/2022

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT TRAVEL & CHILD CARE (6115)
2022-2023

HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2022	$ 1,350.00	$ -	$ -	$ 1,350.00	8%	0%
APRIL 2022	$ 1,350.00		$ -	$ 1,350.00	17%	0%
MAY 2022	$ 1,350.00		$ -	$ 1,350.00	25%	0%
JUNE 2022	$ 1,350.00		$ -	$ 1,350.00	33%	0%
JULY 2022	$ 1,350.00	$ -	$ -	$ 1,350.00	42%	0%
AUGUST 2022	$ 1,350.00		$ -	$ 1,350.00	50%	0%
SEPTEMBER 2022	$ 1,350.00		$ -	$ 1,350.00	58%	0%
OCTOBER 2022	$ 1,350.00		$ -	$ 1,350.00	67%	0%
NOVEMBER 2022	$ 1,350.00		$ -	$ 1,350.00	75%	0%
DECEMBER 2022	$ 1,350.00		$ -	$ 1,350.00	83%	0%
JANUARY 2023	$ 1,350.00		$ -	$ 1,350.00	92%	0%
FEBRUARY 2023	$ 1,350.00		$ -	$ 1,350.00	100%	0%

EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2022	$ 500.00	$ -	$ -	$ 500.00	8%	0%
APRIL 2022	$ 500.00		$ -	$ 500.00	17%	0%
MAY 2022	$ 500.00		$ -	$ 500.00	25%	0%
JUNE 2022	$ 500.00		$ -	$ 500.00	33%	0%
JULY 2022	$ 500.00	$ -	$ -	$ 500.00	42%	0%
AUGUST 2022	$ 500.00		$ -	$ 500.00	50%	0%
SEPTEMBER 2022	$ 500.00		$ -	$ 500.00	58%	0%
OCTOBER 2022	$ 500.00		$ -	$ 500.00	67%	0%
NOVEMBER 2022	$ 500.00		$ -	$ 500.00	75%	0%
DECEMBER 2022	$ 500.00		$ -	$ 500.00	83%	0%
JANUARY 2023	$ 500.00		$ -	$ 500.00	92%	0%
FEBRUARY 2023	$ 500.00		$ -	$ 500.00	100%	0%

Prepared by: Louis Rodriquez
April 14, 2022

COMMUNITY ACTION PARTNERSHIP OF KERN
VIAJES DE LOS PADRES y CUIDADO DE NINOS
2022-2023

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 2022	$ 1,350.00	$ -	$ -	$ 1,350.00	8%	0%
ABRIL DEL 2022	$ 1,350.00	$ -	$ -	$ 1,350.00	17%	0%
MAYO DEL 2022	$ 1,350.00	$ -	$ -	$ 1,350.00	25%	0%
JUNIO DEL 2022	$ 1,350.00	$ -	$ -	$ 1,350.00	33%	0%
JULIO DEL 2022	$ 1,350.00	$ -	$ -	$ 1,350.00	42%	0%
AGOSTO DEL 2022	$ 1,350.00	$ -	$ -	$ 1,350.00	50%	0%
SEPTIEMBRE DEL 2022	$ 1,350.00	$ -	$ -	$ 1,350.00	58%	0%
OCTUBRE DEL 2022	$ 1,350.00	$ -	$ -	$ 1,350.00	67%	0%
NOVIEMBRE DEL 2022	$ 1,350.00	$ -	$ -	$ 1,350.00	75%	0%
DICIEMBRE DEL 2022	$ 1,350.00	$ -	$ -	$ 1,350.00	83%	0%
ENERO DEL 2023	$ 1,350.00	$ -	$ -	$ 1,350.00	92%	0%
FEBRERO DEL 2023	$ 1,350.00	$ -	$ -	$ 1,350.00	100%	0%

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 2022	$ 500.00	$ -	$ -	$ 500.00	8%	0%
ABRIL DEL 2022	$ 500.00	$ -	$ -	$ 500.00	17%	0%
MAYO DEL 2022	$ 500.00	$ -	$ -	$ 500.00	25%	0%
JUNIO DEL 2022	$ 500.00	$ -	$ -	$ 500.00	33%	0%
JULIO DEL 2022	$ 500.00	$ -	$ -	$ 500.00	42%	0%
AGOSTO DEL 2022	$ 500.00	$ -	$ -	$ 500.00	50%	0%
SEPTIEMBRE DEL 2022	$ 500.00	$ -	$ -	$ 500.00	58%	0%
OCTUBRE DEL 2022	$ 500.00	$ -	$ -	$ 500.00	67%	0%
NOVIEMBRE DEL 2022	$ 500.00	$ -	$ -	$ 500.00	75%	0%
DICIEMBRE DEL 2022	$ 500.00	$ -	$ -	$ 500.00	83%	0%
ENERO DEL 2023	$ 500.00	$ -	$ -	$ 500.00	92%	0%
FEBRERO DEL 2023	$ 500.00	$ -	$ -	$ 500.00	100%	0%

14 de Abril 2022

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT ACTIVITIES (7175)
2022-2023

HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	8%	0%
APRIL 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	17%	0%
MAY 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	25%	0%
JUNE 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	33%	0%
JULY 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	42%	0%
AUGUST 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	50%	0%
SEPTEMBER 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	58%	0%
OCTOBER 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	67%	0%
NOVEMBER 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	75%	0%
DECEMBER 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	83%	0%
JANUARY 2023	$ 9,585.00	$ -	$ -	$ 9,585.00	92%	0%
FEBRUARY 2023	$ 9,585.00	$ -	$ -	$ 9,585.00	100%	0%

EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	8%	0%
APRIL 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	17%	0%
MAY 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	25%	0%
JUNE 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	33%	0%
JULY 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	42%	0%
AUGUST 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	50%	0%
SEPTEMBER 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	58%	0%
OCTOBER 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	67%	0%
NOVEMBER 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	75%	0%
DECEMBER 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	83%	0%
JANUARY 2023	$ 5,055.00	$ -	$ -	$ 5,055.00	92%	0%
FEBRUARY 2023	$ 5,055.00	$ -	$ -	$ 5,055.00	100%	0%

April 14, 2022

COMMUNITY ACTION PARTNERSHIP OF KERN
ACTIVIDADES DE LOS PADRES
2022-2023

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 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	8%	0%
ABRIL DEL 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	17%	0%
MAYO DEL 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	25%	0%
JUNIO DEL 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	33%	0%
JULIO DEL 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	13%	0%
AGOSTO DEL 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	25%	0%
SEPTIEMBRE DEL 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	38%	0%
OCTUBRE DEL 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	50%	0%
NOVIEMBRE DEL 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	63%	0%
DICIEMBRE DEL 202	$ 9,585.00	$ -	$ -	$ 9,585.00	75%	0%
ENERO DEL 2023	$ 9,585.00	$ -	$ -	$ 9,585.00	88%	0%
FEBRERO DEL 2023	$ 9,585.00	$ -	$ -	$ 9,585.00	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 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	8%	0%
ABRIL DEL 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	17%	0%
MAYO DEL 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	25%	0%
JUNIO DEL 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	33%	0%
JULIO DEL 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	13%	0%
AGOSTO DEL 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	25%	0%
SEPTIEMBRE DEL 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	38%	0%
OCTUBRE DEL 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	50%	0%
NOVIEMBRE DEL 2022	$ 5,055.00	$ -	$ -	$ 5,055.00	63%	0%
DICIEMBRE DEL 202	$ 5,055.00	$ -	$ -	$ 5,055.00	75%	0%
ENERO DEL 2023	$ 5,055.00	$ -	$ -	$ 5,055.00	88%	0%
FEBRERO DEL 2023	$ 5,055.00	$ -	$ -	$ 5,055.00	100%	0%

14 de Abril 2022

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, 2022 through February 28, 2023
Report for period ending March **31, 2022** (Month 1 of 12)

Percent of budget period elapsed: 8%

LOCATION	Enroll-ment	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	40	305	0	0	0	0	0	0	0	0	0	0	0	305	40,535	1%
Alicante	20	6,683	0	0	0	0	0	0	0	0	0	0	0	6,683	20,268	33%
Angela Martinez	60	4,498	0	0	0	0	0	0	0	0	0	0	0	4,498	60,803	7%
Broadway	40	2,820	0	0	0	0	0	0	0	0	0	0	0	2,820	40,535	7%
California City	34	98	0	0	0	0	0	0	0	0	0	0	0	98	34,455	0%
Cleo Foran	23	4,204	0	0	0	0	0	0	0	0	0	0	0	4,204	23,308	18%
Delano	76	11,239	0	0	0	0	0	0	0	0	0	0	0	11,239	77,017	15%
East California	52	12,680	0	0	0	0	0	0	0	0	0	0	0	12,680	52,696	24%
Fairfax	40	4,369	0	0	0	0	0	0	0	0	0	0	0	4,369	40,535	11%
Fairview	40	8,845	0	0	0	0	0	0	0	0	0	0	0	8,845	40,535	22%
Harvey L. Hall	156	2,192	0	0	0	0	0	0	0	0	0	0	0	2,192	158,087	1%
Heritage	20	1,210	0	0	0	0	0	0	0	0	0	0	0	1,210	20,268	6%
Home Base	123	47	0	0	0	0	0	0	0	0	0	0	0	47	62,323	0%
Lamont	20	44	0	0	0	0	0	0	0	0	0	0	0	44	20,268	0%
Martha J. Morgan	72	200	0	0	0	0	0	0	0	0	0	0	0	200	72,963	0%
McFarland	20	84	0	0	0	0	0	0	0	0	0	0	0	84	20,268	0%
Mojave	20	0	0	0	0	0	0	0	0	0	0	0	0	0	20,268	0%
Oasis	60	49	0	0	0	0	0	0	0	0	0	0	0	49	60,803	0%
Pete H. Parra	128	91	0	0	0	0	0	0	0	0	0	0	0	91	129,713	0%
Planz	20	57	0	0	0	0	0	0	0	0	0	0	0	57	20,268	0%
Primeros Pasos	78	0	0	0	0	0	0	0	0	0	0	0	0	0	79,044	0%
Rosamond	80	0	0	0	0	0	0	0	0	0	0	0	0	0	81,070	0%
San Diego Street	40	179	0	0	0	0	0	0	0	0	0	0	0	179	40,535	0%
Seibert	40	107	0	0	0	0	0	0	0	0	0	0	0	107	40,535	0%
Shafter	20	143	0	0	0	0	0	0	0	0	0	0	0	143	20,268	1%
Shafter HS/EHS	25	75	0	0	0	0	0	0	0	0	0	0	0	75	25,334	0%
Sterling	124	78	0	0	0	0	0	0	0	0	0	0	0	78	125,659	0%
Sunrise Villa	20	78	0	0	0	0	0	0	0	0	0	0	0	78	20,268	0%
Taft	63	100	0	0	0	0	0	0	0	0	0	0	0	100	63,843	0%
Tehachapi	34	248	0	0	0	0	0	0	0	0	0	0	0	248	34,455	1%
Vineland	20	102	0	0	0	0	0	0	0	0	0	0	0	102	20,268	1%
Virginia	40	41	0	0	0	0	0	0	0	0	0	0	0	41	40,535	0%
Wesley	60	506	0	0	0	0	0	0	0	0	0	0	0	506	60,803	1%
Willow	55	58	0	0	0	0	0	0	0	0	0	0	0	58	55,736	0%
Administrative Services		0	0	0	0	0	0	0	0	0	0	0	0	0	0	NA
Governance		94	0	0	0	0	0	0	0	0	0	0	0	94	15,000	
Program Services		94	0	0	0	0	0	0	0	0	0	0	0	94	74,265	0%
SUBTOTAL IN-KIND	**1,763**	**61,616**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**61,616**	**1,813,530**	**3%**
State General Child Care*		296,246	0	0	0	0	0	0	0	0	0	0	0	296,246	2,821,834	10%
State Preschool*		526,899	0	0	0	0	0	0	0	0	0	0	0	526,899	3,865,832	14%
State Migrant Child Care*		8,137	0	0	0	0	0	0	0	0	0	0	0	8,137	125,833	6%
SUBTOTAL CA DEPT of ED		**831,283**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**831,283**	**6,813,499**	**12%**
GRAND TOTAL		**892,899**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**892,899**	**8,627,029**	**10%**

*May include estimates

Community Action Partnership of Kern
Early Head Start
Non-Federal Share and In-Kind Year-to-Date Report
Budget Period: March 1, 2022 through March 31, 2022
Report for period ending March 31**, 2022** (Month 1 of 12)

Percent of budget period elapsed: 8.3%

LOCATION	FUNDED ENROLL-MENT	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	YTD Totals	IN-KIND GOAL	% OF GOAL MET
California Street	24	5,405	0	0	0	0	0	0	0	0	0	5,405	39,646	14%
Chrisman	20	2,810	0	0	0	0	0	0	0	0	0	2,810	33,039	9%
Gianone	16	0	0	0	0	0	0	0	0	0	0	0	26,431	0%
Kennedy	16	6,977	0	0	0	0	0	0	0	0	0	6,977	26,431	26%
Lodi Home Base	35	1,042	78	0	0	0	0	0	0	0	0	1,120	28,909	4%
Lodi UCC	30	1,848	0	0	0	0	0	0	0	0	0	1,848	49,558	4%
Manteca Home Base	12	1,758	0	0	0	0	0	0	0	0	0	1,758	9,912	18%
Marci Massei	24	83	0	0	0	0	0	0	0	0	0	83	39,646	0%
St. Mary's	24	725	19	0	0	0	0	0	0	0	0	744	39,646	2%
Stockton Home Base	90	3,032	58	0	0	0	0	0	0	0	0	3,091	74,337	4%
Tracy Home Base	12	0	0	0	0	0	0	0	0	0	0	0	9,912	0%
Walnut	24	2,878	58	0	0	0	0	0	0	0	0	2,937	39,646	7%
Administrative Services		0	0	0	0	0	0	0	0	0	0	0	0	
Program Services		225	0	0	0	0	0	0	0	0	0	225	108,412	0%
Policy Council		0	0	0	0	0	0	0	0	0	0	0	1,000	0%
SUBTOTAL IN-KIND	**327**	**26,782**	**214**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**26,997**	**526,525**	**5%**
GRAND TOTAL		**26,782**	**214**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**26,997**	**1,402,067**	**2%**

Community Action Partnership of Kern
Early Head Start Child Care Partnerships
Non-Federal Share and In-Kind Year-to-Date Report
Budget Period: March 1, 2022 through February 28, 2023
Report for period ending March 31, 2021 (Month 1 of 12)

Percent of year elapsed: 8.3%

LOCATION	FUNDED ENROLL-MENT	Mar 2022	Apr 2022	May 2022	June 2022	July 2022	Aug 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Angela Martinez	24	0	0	0	0	0	0	0	0	0	0	0	0	0	92,882	0%
Kern Community College District	32	0	0	0	0	0	0	0	0	0	0	0	0	0	123,843	0%
Kern County Superintendent of Schools	16	0	0	0	0	0	0	0	0	0	0	0	0	0	61,922	0%
Garden Pathways	11	0	0	0	0	0	0	0	0	0	0	0	0	0	42,571	0%
Taft College	42	0	0	0	0	0	0	0	0	0	0	0	0	0	162,544	0%
Escuelita Hernandez	16	0	0	0	0	0	0	0	0	0	0	0	0	0	61,922	0%
TBD	11	0	0	0	0	0	0	0	0	0	0	0	0	0	42,571	0%
Program Services		0	0	0	0	0	0	0	0	0	0	0	0	0		
Admin Services		0	0	0	0	0	0	0	0	0	0	0	0	0		
GRAND TOTAL	**152**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**588,256**	**0%**

Budget reflects Notice of Award #09HP000163-02-00

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Head Start/State Child Development/Yolanda Gonzales	**Month/Year:** March 2022
Program/Work Unit: Head Start/Early Head Start	**Program Administrator:** Robert Espinosa
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	Disabilities	Over Income 131%+ up to 10% 101—130% Up to 35%
Head Start Kern • 7 Classrooms Fully Closed/ 4 Classrooms Partially Closed	**1317** 180	**961**	**73%**	**5%**	**5%** **5%**
Early Head Start • 24 Classrooms Fully Closed/ 6 Classrooms Partially Closured	**908** 229	**562**	**62%**	**16%**	**8%** **6%**

Home Visiting Program	Cumulative Enrollment	Contract Enrollment Target
	201	**240**

Division Staffing = 701			
Currently Employed	Vacant Positions	Continuous Family Leave	Intermittent Family Leave
598	103	41	73

HIGHLIGHTS: 3 staff onboarded
7 days of interviews for 8 open requisitions

Program Update & Compliance

- The week of March 28th our partnership centers Escuelita Hernandez and Taft College were monitored by our CAS teams.
- On March 30th and 31st, our Family Advocates had the opportunity to attend the First 5 Kern ACES and Immigrant Rights conferences.
- Families at Taft College were invited to visit the Kern Dental Mobile Clinic at Taft Head Start on April 5th to have their dental screenings completed.
- Escuelita Hernandez infant license is still pending; a waitlist is being established and infant families are receiving distant learning services.
- From February 15-18, 2022, the Office of Head Start (OHS) conducted a Focus Area Two monitoring review of the Head Start and State Child Development Programs. Based on the information gathered during the review, they found the program meets the requirements of all applicable laws, regulations, and policy requirements. The OHS thanked the governing body, policy council, parents, and staff for their engagement in the review proves. The report included program strengths from all areas.

Central Kitchen March 2022				
Meals & Snacks	**Total # Prepared**	**Breakfast**	**Lunch**	**Snack**
Center Totals	**72,470**	26,694	23,237	22,539

HIGHLIGHTS: Tyrone Trapp was promoted and has assumed the position of Food Services Manager. The Central Kitchen provided 679 lunches to four of the five centers located in East Kern. Lunches were provided due the vendors that normally provide lunch to East Kern were closed for spring break in mid to late March.

CACFP						
February 2022						
Total Meals Delivered			**Meals Allocated**		**# of Meals Served**	**% of Meals Served**
Central Kitchen	Vendor Meals	Total Meals	CACFP/USDA	HS/EHS		
53,549	11,348	64,897	32,266	32,631	36,692	57%

ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-PI-HS-22-02	2. Issuance Date: 04/14/2022
	3. Originating Office: Office of Head Start	
	4. Key Words: Consolidated Appropriations Act; Appropriations; Fiscal Year 2022; Funding Increase; Cost of Living Adjustment; Quality Improvement	

PROGRAM INSTRUCTION

TO: Head Start and Early Head Start Grant Recipients and Delegate Agencies

SUBJECT: FY 2022 Head Start Funding Increase

INSTRUCTION:

President Biden signed the Consolidated Appropriations Act, 2022, into law on March 15, 2022. The funding level for programs under the Head Start Act (the Act) is $11,036,820,000, an increase of $289 million over fiscal year (FY) 2021. This increase includes $234 million to provide all Head Start, Early Head Start, and Early Head Start-Child Care (EHS-CC) Partnership grant recipients a 2.28% cost-of-living adjustment (COLA) and $52 million for quality improvement. The total appropriation also includes $6 million for Tribal College and University Head Start (TCU-HS) Partnership programs, of which $2 million is an increase over the FY 2021 funding level to supplement existing TCU-HS Partnership grants.

This Program Instruction (PI) provides information about COLA and quality improvement funds available to grant recipients and TCU-HS Partnership supplemental funding. All Head Start, Early Head Start, and EHS-CC Partnership grant recipients are eligible to receive COLA and quality improvement funding. Grant recipients subject to competition for continued funding through the Designation Renewal System (DRS) are entitled to COLA funds through the end of their current award; however, the Administration for Children and Families reserves the right to delay decisions on quality improvement funding until DRS competition decisions are final. State collaboration grants are not eligible for COLA or quality improvement funding due to the statutory cap on their funding in the Head Start Act.

FY 2022 COLA

Each grant recipient may apply for a COLA increase of 2.28% of the FY 2021 base funding level. Base funding excludes training and technical assistance funds and any one-time funding received during FY 2021.

COLA funds must be used to permanently increase the Head Start pay scale by no less than 2.28% and be applied from the start of a recipient's FY 2022 budget period, which may need to be retroactively applied. This includes salaries of current staff and the pay range of unfilled vacancies. An equivalent increase must be provided to delegate agencies and other partners to adjust their salaries and scales. Any grant recipient concerned that they cannot increase salaries for staff due to wage comparability issues should ensure public school salaries for elementary staff are included in their considerations.

Sections 653 and 640(j) of the Act provide further guidance on the uses and limitations of COLA funds. Section 653 restricts compensation to a Head Start employee that is higher than the average rate of compensation paid for substantially comparable services in the area where the program is operating. It also prohibits any Head Start employee from being compensated at a rate that exceeds that of an Executive Schedule Level II position, including employees being paid through indirect costs. Section 640(j) of the Act requires that compensation of Head Start employees be improved regardless of whether the agency has the ability to improve the compensation of staff employed by the agency that do not provide Head Start services.

Any grant recipient proposing to apply a COLA percentage less than 2.28% across its pay scale, or differential increases between delegates or partners, must justify its rationale in its application.

As specified in Personnel policies, 45 CFR §1302.90, each grant recipient is required to establish written personnel policies and procedures that are approved by the governing body and Policy Council. They must be made available to all staff. Personnel policies and procedures should be reviewed as they may contain information relevant to this COLA.

Any remaining funds may be applied to fringe benefits costs or used to offset increased operating costs in other areas of the budget. This includes increased costs in rent, utilities, facilities maintenance and insurance, contractual arrangements, vehicle fuel and maintenance, and supplies.

FY 2022 Quality Improvement

Each grant recipient will be allocated an amount of quality improvement funding proportionate to their federal funded enrollment.

A program may apply to use quality improvement funds for activities consistent with Sec. 640(a)(5) of the Head Start Act, as outlined in Attachment A, except that any amount of these funds may be used on any of the activities specified in such section. Programs are not bound by the requirements that at least 50% of the funds be used for staff compensation or that no more than 10% of funds be used on transportation. However, the Office of Head Start (OHS) strongly encourages grant recipients to prioritize investing this funding to increase compensation for staff (wages and benefits) to help recruit and retain a qualified Head Start workforce.

Adequate compensation is necessary to secure a well-qualified workforce. Retaining high-quality staff in Head Start programs can promote continuity of care for children and more positive outcomes for children and families. Currently, the low wages of Head Start staff, particularly frontline staff who work directly with children and families on a regular basis, do not align with their qualifications or the significant role they play in shaping child and family outcomes. Staff turnover in Head Start programs has increased nearly every year since 2010, and this pattern has been further exacerbated by the pandemic. Low, stagnant wages are likely a key contributor to increasing staff turnover rates.

The Head Start workforce plays a critical role in buffering the impacts of trauma on children and families by promoting resilience through stronger parent-child relationships, strong relationships between staff and children and between staff and families, and through connections to community supports. However, the formation of these key relationships is disrupted by high turnover rates and lack of frontline staff, particularly teachers, assistant teachers, home visitors, family child care providers, family service

workers, and staff who provide mental and behavioral health services. Increasing staff wages to promote recruitment and retention will contribute to a more stable learning environment for children and more stable connections for families. OHS strongly encourages programs to use as much of this funding as possible to improve the compensation of Head Start staff, particularly for frontline staff as described above or positions that experience high rates of turnover and are challenging to fill.

Lastly, grant recipients should consider ongoing, sustained investments in quality improvements, as opposed to one-time investments. OHS does acknowledge that one-time investments in FY 2022 may be necessary to sustain ongoing quality improvement. Grant recipients encountering other one-time program improvement needs are invited to apply for supplemental funding as needs emerge. These separate requests are addressed by priority and subject to availability of funds.

Application Requirements for COLA and Quality Improvement Funding

Grant recipients are required to request COLA and quality improvement funds through an application in the Head Start Enterprise System. A funding guidance letter will be issued shortly to specify each funding level and additional instructions on how to apply for these funds.

TCU-HS Partnership Program Supplemental Funding

Two million dollars is available to supplement grants of existing tribal colleges and universities funded under the Act to expand their current efforts related to supporting career pathways and degree obtainment for Head Start staff in partnership with American Indian and Alaska Native Head Start agencies. Existing grant recipients will be issued a funding guidance letter and additional instructions on how to apply for funds. Supplemental funding will be awarded by the end of September 2022.

Please direct any questions regarding COLA and quality improvement funding to your regional office. Existing TCU-HS Partnership grant recipients can direct any questions on available supplemental funding to their federal project officer.

Thank you for your work on behalf of children and families.

/ Dr. Bernadine Futrell /

Dr. Bernadine Futrell
Director
Office of Head Start

ACF-PI-HS-22-02 FY 2022 Head Start Funding Increase

Attachment A:
Allowable Uses of Quality Improvement Funds as Specified in the Head Start Act[1]

1. To improve the compensation (including benefits) of educational personnel, family service workers, and child counselors, as described in sections 644(a) and 653 of the Head Start Act, in the manner determined by the Head Start agencies (including Early Head Start agencies) involved, to support the following —
    - ensure that compensation is adequate to attract and retain qualified staff for the programs involved in order to enhance program quality;
    - improve staff qualifications and assist with the implementation of career development programs for staff that support ongoing improvement of their skills and expertise; and
    - provide education and professional development to enable teachers to be fully competent to meet the professional standards established under Sec. 648A(a)(1) of the Act, including the following —
        - providing assistance to complete postsecondary course work;
        - improving the qualifications and skills of educational personnel to become certified and licensed as bilingual education teachers, or as teachers of English as a second language; and
        - improving the qualifications and skills of educational personnel to teach and provide services to children with disabilities.

2. To support staff training, child counseling, and other services necessary to address the challenges of children from immigrant, refugee, and asylee families; homeless children ; children in foster care; children with limited English proficiency; children of migrant or seasonal farmworker families; children from families in crisis; children referred to Head Start programs (including Early Head Start programs) by child welfare agencies; and children who are exposed to chronic violence or substance abuse.

3. To ensure that the physical environments of Head Start programs are conducive to providing effective program services to children and families, and are accessible to children with disabilities and other individuals with disabilities.

4. To employ additional qualified classroom staff to reduce the child-to-teacher ratio in the classroom and additional qualified family service workers to reduce the family-to-staff ratio for those workers.

5. To ensure that Head Start programs have qualified staff that promote the language skills and literacy growth of children and that provide children with a variety of skills that have been identified, through scientifically based reading research, as predictive of later reading achievement.

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[1] Please note that the language in this document comes directly from Sec. 640(a)(5) of the Head Start Act, except that language has been removed from no. 1 specifying that at least 50% of the funds must be used for staff compensation and language has been removed from no. 8 specifying that no more than 10% of the funds can be used on transportation to align with the FY 2022-enacted appropriation language.

6. To increase hours of program operation, including the following —
    - converting part-day programs to full-working day programs; and
    - increasing the number of weeks of operation in a calendar year.

7. To improve communitywide strategic planning and needs assessments for Head Start programs and collaboration efforts for such programs, including outreach to children described in no. 2 above.

8. To transport children in Head Start programs safely.

9. To improve the compensation and benefits of staff of Head Start agencies, in order to improve the quality of Head Start programs.

Adventist Health

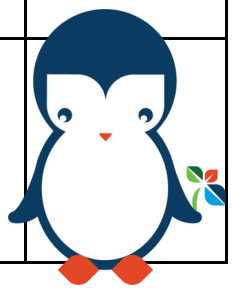
FIRST 5 KERN
Sponsored by First 5 Kern. Paid for by Proposition 10.

Children's Mobile Immunization Program

April 2022

- 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
3	4 Food Maxx 4400 Ming Ave. (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	5	6 McFarland Learning Center 599 5th St. **MCFARLAND** (Parking Lot) 9:30 am—11:30 am 12:00 pm—2:00 pm	7 Walmart 6225 Colony St. (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	8	9
10	11 Greenfield Family Resource Center 5400 Monitor Street (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	12	13 Kern County Dept. of Human Services 100 E. California Ave (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	14 Walmart 2601 Fashion Plaza (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	15	16
17	18 Walmart Supercenter 5075 Gosford Rd. (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	19	20 Adventist Health Bakersfield 2800 Chester Ave. (Parking Lot) 1:00 pm—3:00 pm 3:30 pm—6:00 pm	21	22 **Hi I'm Pip!**	23
24	25	26	27 New Life Church 4201 Stine Road (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	28	29	



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

Abril 2022

- 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 emabrazadas/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
3	4 Food Maxx 4400 Ming Ave. (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	5	6 McFarland Learning Center 599 5th St. **MCFARLAND** (Estacionamiento) 9:30 am—11:30 am 12:00 pm—2:00 pm	7 Walmart 6225 Colony St. (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	8	9
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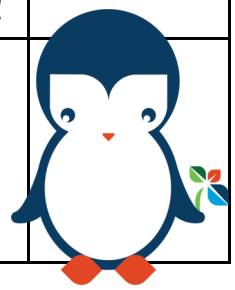


Favor de llamar al (661) 869-6740 antes de acudir a una de las clinicas para mas instrucciones

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

FAMILY WELLNESS
Monthly Parent Trainings with Dr. Kirk

All Trainings are on Monday's
3:00pm-4:00pm on Zoom

~~September 13, 2021~~
~~October 11, 2021~~
~~November 8, 2021~~
~~December 13, 2021~~
~~January 10, 2022~~
~~February 23, 2022~~
~~March 21, 2022~~
~~April 18, 2022~~
May 9, 2022



HEADQUARTERS TOURS



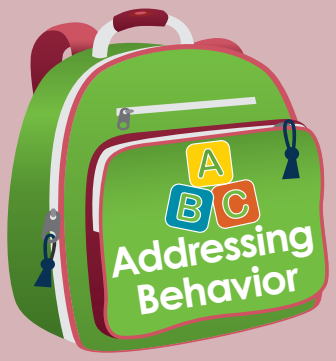
TOURS MAY INCLUDE:

SWAT | BOMB SQUAD | K-9 | TRAINING SIMULATORS
AIR SUPPORT | SEARCH AND RESCUE

SATURDAY, JUNE 26, 2021 AT 9:00AM TO 11:00AM
TUESDAY, NOVEMBER 9, 2021 AT 10:00AM TO 11:30AM
SATURDAY, MARCH 5, 2022 AT 10:00AM TO 11:30AM
THURSDAY, MAY 12, 2022 AT 6:00PM TO 7:30PM

Your COMMUNITY
Our COMMUNITY
My COMMUNITY

CALL THE CRIME PREVENTION UNIT TO
RESERVE YOUR SPOT!!
(661)391-7559



Backpack Connection Series

About this Series

The Backpack Connection Series was created by TACSEI to provide a way for teachers and parents/caregivers to work together to help young children develop social emotional skills and reduce challenging behavior. Teachers may choose to send a handout home in each child's backpack when a new strategy or skill is introduced to the class. Each Backpack Connection handout provides information that helps parents stay informed about what their child is learning at school and specific ideas on how to use the strategy or skill at home.

The Pyramid Model



The Pyramid Model is a framework that provides programs with guidance on how to promote social emotional competence in all children and design effective interventions that support young children who might have persistent challenging behavior. It also provides practices to ensure that children with social emotional delays receive intentional teaching. Programs that implement the Pyramid Model are eager to work together with families to meet every child's individualized learning and support needs. To learn more about the Pyramid Model, please visit ChallengingBehavior.org.

More Information

More information and resources on this and other topics are available on our website, ChallengingBehavior.org.

National Center for Pyramid Model INNOVATIONS

ChallengingBehavior.org

Teachable Moments: How to Help Your Child Avoid Meltdowns

Brooke Brogle, Alyson Jiron & Jill Giacomini

Does this sound familiar? Your children are playing in the living room while you clean up the kitchen. You answer the phone, and a few minutes later, one child is angry and screaming because someone took her toy and the other is in tears because her sister hit her. It is in escalated moments like this that parents often find themselves trying to teach rules or give long explanations. Unfortunately, in moments such as this, your child usually is not even hearing your words let alone learning the rule. This is not a teachable moment.

There are countless teachable moments daily when skills can be taught and emotions discussed, such as during play time, in the car, at bath time or while reading together. As a parent, you can reduce challenging behaviors such as hitting, biting, pushing and whining when you 1) concentrate on calming your child during a challenging behavior incident and 2) wait until an appropriate teachable moment to actually teach your child.

Think again about the scenario when you are on the phone and your children are fighting. Below are several examples of how you could use teachable moments throughout the day to reduce the chance that the challenging behavior occurs in the first place.

- **Teachable Moment #1** – During morning reading time, read the book *Hands Are Not for Hitting* by Martine Agassi. For additional activities to do with this book, go to http://csefel.vanderbilt.edu/resources/strategies.html#booknook.
- **Teachable Moment #2** – During breakfast time, intentionally teach the skill of sharing by saying, "Thank you for sharing the syrup with your sister!"
- **Teachable Moment #3** – When your children are playing on the floor quietly, sit on the floor, make eye contact and say, "Wow, you girls have been playing for 10 minutes quietly! Tell me about what you are building." This teaches the desired behavior of playing quietly together.
- **Teachable Moment #4** - When the phone rings. Put the phone down, tap both girls on the shoulder and say, "I am going to be on the phone for 10 minutes. When this timer is done, come tap me on my leg and show me the timer."

Try This at Home

Find teachable moments throughout the day!

- **Play Time (responding to common challenging behavior):** "Oh, no! I see that your bunny is super sad. Her sister is trying to take her toy. I wonder what she can do?" You can teach appropriate ways of getting her needs met. She can ask for help, get a timer or trade her sister for another toy.



- **Bath Time (teaching rules):** "The water stays in the tub. You can use the cup and pour water into another cup or you can pour water on your body."
- **Car Time (teaching friendship skills):** "I saw that your friend, Bella was sad at school today and you made her a picture. I bet that made her feel better. What a great friend you are!"
- **Story Time (teaching emotions):** "Wow, that little girl in this book is really angry! I saw that she asked her mom for a hug. That is a great way to feel better. I wonder what you can do when you feel angry?"
- **Meal Time (teaching expectations):** "Let's practice asking for more milk." Role play with whining, yelling or just banging your cup. Then, teach the expected behavior. "You can ask nicely, say, "Mommy, milk please." When she does this, jump up and say, "I'm happy to get you milk!"

Practice at School

At school, teachers prepare students to solve social problems in appropriate ways before problems occur. Teachers use role playing, puppets or circle time to discuss emotions and possible solutions. Teachers provide opportunities to practice and reinforce skills during class. For example, children may practice how to trade a toy at circle time with a puppet. Later, teachers can compliment a child when they see him trade during play time. "Wow! You remembered that when a friend is using a toy, you can ask him to trade!" Teaching skills in advance gives children the confidence to successfully manage a situation and allows caregivers the opportunity to praise a child for making a wise choice.

The Bottom Line

Young children are learning in every moment. They are actively discovering the world around them. You are always teaching your child. Strolling in the park, reading books and giving her a kiss before bed all teach her about her world. You can use the many calm and happy moments in your day to intentionally teach expectations, rules and skills that will help your child be successful and reduce challenging behavior.

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This publication was produced by the Technical Assistance Center on Social Emotional Intervention (TACSEI) for Young Children funded by the Office of Special Education Programs (OSEP), U.S. Department of Education (H326B070002) and updated by the National Center for Pyramid Model Innovations also funded by OSEP (H326B170003). The views expressed do not necessarily represent the positions or policies of the Department of Education. July 2013/January, 2018.

UNIVERSITY OF SOUTH FLORIDA

IDEAs that Work
Office of Special Education Programs



Serie de Conexión Mochila

Sobre esta serie

La *Serie de Conexión Mochila* fue instaurada por TACSEI (por sus siglas en inglés) para brindarle a los maestros y padres/proveedores una vía para trabajar en conjunto para ayudar a los niños a desarrollar sus aptitudes socioemocionales y reducir las conductas desafiantes. Los maestros podrían elegir enviar un volante a casa dentro de la mochila de cada niño cada vez que sea introducida una nueva estrategia o aptitud dentro de la clase. Cada volante de la *Conexión de Mochila* proporciona información que ayudará a los padres a estar informados sobre lo que su niño está aprendiendo en la escuela y las ideas específicas sobre cómo utilizar las estrategias o aptitudes en casa.

El Modelo de la Pirámide



El Modelo de la Pirámide es un marco que proporciona a los programas orientación en como promover la capacidad socioemocional en todos los niños y diseñar intervenciones efectivas que apoyen a los niños que puedan contar con conductas desafiantes persistentes. También proporciona prácticas para asegurarse de que los niños con retrasos socioemocionales reciban educación intencional. Los programas que implementan el Modelo de la Pirámide están entusiasmados de trabajar en sociedad con las familias para satisfacer las necesidades individuales de aprendizaje y apoyo que cada niño necesita. Para conocer más del Modelo de la Pirámide, por favor visite *challengingbehavior.org*.

Más información

Más información y recursos sobre este y otros temas están disponibles en nuestro sitio web, *ChallengingBehavior.org*.

National Center for Pyramid Model INNOVATIONS

ChallengingBehavior.org

Momentos de enseñanza: Cómo ayudar a su niño a evitar las rabietas

Brooke Brogle, Alyson Jiron y Jill Giacomini

¿Suena esto familiar? Sus niñas están jugando en la sala mientras usted limpia la cocina. Usted contesta el teléfono, y unos cuantos minutos después, una niña está enojada y gritando porque su hermana le quitó su juguete y la otra está en llanto porque su hermana la golpeó. Es en momentos de escalada como este cuando se encuentra a los padres tratando de enseñarles reglas o dando explicaciones largas. Desafortunadamente, en momentos como éste, su niño ni siquiera está escuchando sus palabras mucho menos está aprendiendo la regla. Este no es un momento de enseñanza.

Existen innumerables momentos de enseñanza diariamente cuando se puede enseñar las aptitudes y comentar sobre los sentimientos, tales como durante la hora de juego, en el carro, a la hora del baño o mientras leen juntos. Como padre, usted puede reducir las conductas desafiantes como los son el golpear, morder, empujar o lloriquear cuando usted 1) se concentra en tranquilizar a su niño durante un incidente de conducta desafiante y 2) espera a que se presente un momento de enseñanza apropiado para realmente enseñarle a su niño.

Recuerde la situación cuando usted estaba hablando por teléfono y sus niñas estaban peleando. A continuación hay varios ejemplos de cómo puede utilizar los momentos de enseñanza a lo largo del día para reducir la oportunidad de que se presente una conducta desafiante.

- **Momento de Enseñanza #1 –** Durante la hora de lectura matutina, lea el libro "Las Manos No Son Para Golpear" de Martine Agassi. Para realizar actividades adicionales con este libro, visite la página *http://challengingbehavior.cbcs.usf.edu/docs/booknook/BookNook_hands_new.pdf.*
- **Momento de Enseñanza #2 –** Durante el desayuno, enséñele de manera intencional la aptitud de compartir diciendo, "¡Gracias por compartir la miel con tu hermana!"
- **Momento de Enseñanza #3 –** Cuando sus niñas estén jugando en el piso, silenciosamente, siéntese en el piso, haga contacto visual y diga, "¡Guau, han estado jugando calladitas por diez minutos! Cuéntenme que están construyendo." Esto les enseña sobre la conducta deseada de jugar juntas y calladitas.
- **Momento de Enseñanza #4 –** Cuando suene el teléfono. Tome el teléfono, toque a ambas niñas en el hombro y diga, "Voy hablar por teléfono diez minutos. Cuando suene el cronómetro, vienen y me tocan en la pierna y me muestran el cronómetro."

Pruebe esto en casa

¡Encuentre momentos de enseñanza a lo largo del día!

- **Hora de juego (respondiendo a la conducta desafiante común):** "¡Oh, no! Veo que tu conejito está súper triste. Su hermana le está tratando de quitar su juguete. ¿Me pregunto qué puede hacer ella?" Usted le puede enseñar las maneras apropiadas para qué se cumplan sus necesidades. Ella puede pedir ayuda, ir por un cronómetro o cambiar un juguete por otro con su hermana.
- **Hora del baño (enseñándole las reglas):** "El agua se queda dentro de la tina. Puedes utilizar un vaso para echarle agua a otro vaso, o para verter agua en tu cuerpo."



- **En el carro (enseñándole las aptitudes de amistad):** "Pude observar que tu amiga, Bella estaba triste hoy en la escuela y que tu le hiciste un dibujo. Apuesto que eso la hizo sentirse mejor. ¡Eres una buena amiga!"
- **Hora de lectura (enseñándole sobre los sentimientos):** "¡Guau, la niñita del libro está realmente enojada! Pude observar que le pidió un abrazo a su mamá. Esa es una gran manera para sentirse mejor. ¿Me pregunto lo que puedes hacer tú cuando te sientas enojada?"
- **Hora de la comida (enseñándole sobre las expectativas):** "Practiquemos el pedir más leche." Dramatice el lloriquear, gritar o solo golpear el vaso sobre la mesa. Después, enséñeles la conducta esperada. Pueden pedirla de manera amable, diga, "Mami, leche por favor." Cuando ella haga esto, brinque y diga, "¡Sera un placer traerte leche!"

Practique en la escuela

En la escuela, las maestras preparan a los estudiantes para que resuelvan problemas sociales de manera apropiada antes de que se presenten problemas. Las maestras utilizan dramatizaciones, títeres, o forman un círculo con los alumnos para comentar sobre las emociones y las soluciones posibles. Las maestras ofrecen oportunidades para que practiquen y refuercen sus aptitudes durante la clase. Por ejemplo, los niños ensayan cómo compartir un juguete cuando forman un círculo en clase utilizando un títere. Más tarde la maestra les puede ofrecer un cumplido a los niños cuando los ven que comparten a la hora del recreo. "¡Guau! ¡Recordaste que cuando un amigo está utilizando un juguete, le puedes pedir que intercambien!" El enseñarles las aptitudes por adelantado les brinda confianza a los niños para manejar una situación de manera exitosa y les permite a las maestras la oportunidad de elogiar a los niños que toman una decisión correcta

La conclusión

Los niños están aprendiendo en todo momento. Ellos están activamente descubriendo el mundo a su alrededor. Usted siempre le está enseñando a su hijo. El dar un paseo por el parque, leer un libro y el darle un beso antes de que se duerma, todo esto le está enseñando cosas sobre su mundo. Usted puede utilizar todos los momentos tranquilos y alegres del día para, de manera intencional, enseñarle a su niño sobre las expectativas, reglas y aptitudes que le ayudarán a su niño a ser exitoso y a reducir la conducta desafiante.

Se recomienda la reproducción de este documento. No se requiere permiso para copiar.

Esta publicación fue producida por el Centro de Asistencia Técnica sobre Intervención Social y Emocional (TACSEI por sus siglas en inglés) para niños pequeños financiado por la Oficina de Programas de Educación Especial (OSEP por sus siglas en inglés), Departamento de Educación de los Estados Unidos (H326B070002) y actualizado por el Centro Nacional para Innovaciones del Modelo de la Pirámide también financiado por OSEP (H326B170003). Las opiniones expresadas no representan necesariamente las posiciones o políticas del Departamento de Educación. julio 2013 / enero, 2018.

UNIVERSITY OF SOUTH FLORIDA

IDEAs that Work
Office of Special Education Programs

Bright by Text



Because kids don't come with instructions

Porque los niños no vienen con instrucciones

We know parenting can be overwhelming.
We're here to help, one text message at a time.

Sabemos que la crianza de los hijos puede ser abrumadora.
Estamos aquí para ayudar, un mensaje de texto a la vez.



Text HEADSTARTCA to 274 448
for FREE parenting tips

Envía HEADSTARTCA al 274 448
para recibir consejos gratuitos
sobre la crianza de los hijos

English

@BrightbyText
BrightbyText.org
HeadstartCA.org

Español

EARLY IDENTIFICATION MATTERS

HELP ME GROW CALIFORNIA



1/4 children aged 0–5 are at risk for delay



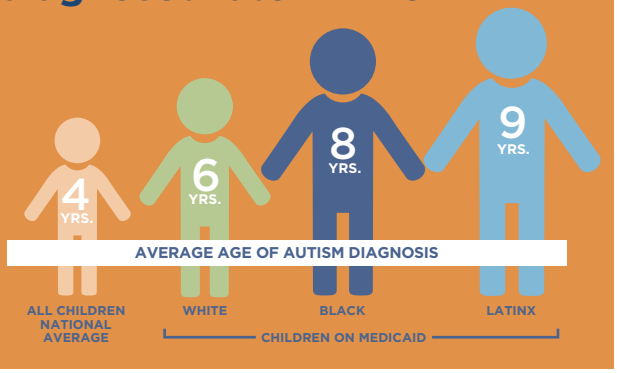
CALIFORNIA RANKS
30th for screening infants and toddlers

Only **28.5%** of children receive timely developmental screenings

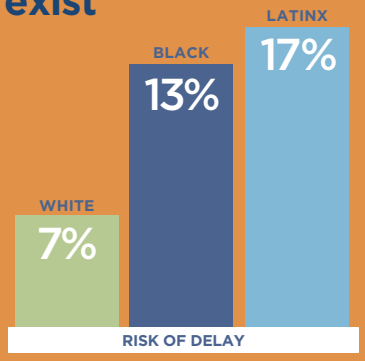


of children with delays go undetected until Kindergarten

Low-income children are diagnosed later in life



Racial disparities exist



Every year, 12,000



three-year-olds are missing from CA's special education system

ABUSE, NEGLECT, POVERTY, HOMELESSNESS: all contribute to a child's risk of developmental delay

47% of California's children are living in or near poverty

California's Children deserve to succeed

THE FORMULA FOR SUCCESS



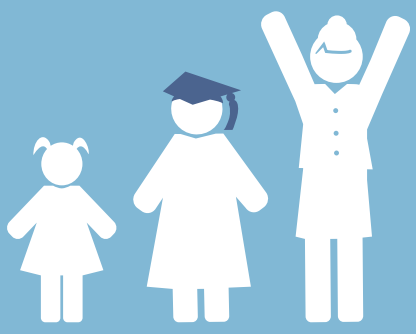
Timely Screening
THREE SCREENINGS BEFORE THIRD BIRTHDAY

+



Early Intervention
INFORMATION, LINKAGE, REFERRAL AND SUPPORT

=



Successful Outcomes
KINDERGARTEN READY TO INDEPENDENT ADULT

Help Me Grow Supports Success for All Children by:

Helping families and professionals **navigate** resources and referrals through a **centralized** system



Ensuring ALL children with developmental delays are **identified** and **linked** to appropriate resources



HELP ME GROW UNITES A COMMUNITY AROUND ITS CHILDREN



Collecting and **evaluating data** to improve systems that support young children and their families



Providing **outreach** and **education** about available community resources



California must invest in First 5's Help Me Grow system to ensure all children reach their greatest potential.

Help Me Grow Kern County
www.helpmegrowkern.org

HELP ME CALIFORNIA Grow
www.helpmegrowca.org

FIRST 5 ASSOCIATION OF CALIFORNIA
www.first5association.org

First 5 Association's Help Me Grow California system promotes optimal, healthy development for all children.

Scan the code with your phone for more info!

Head Start
A Program of CAPK

Your child's health and education is our priority.

Community Action Partnership of Kern has put a portfolio of robust safety features into place to reduce the risk of COVID-19 transmission while children are learning with Head Start. Drop-off and pick-up times are staggered, staff, children and parents receive non-contact health screenings every day, classroom attendance size is limited, physical distancing procedures are in place, hands are washed regularly and personal protective equipment is in use. Head Start is a no cost program for children 6 weeks to 5 years from low income families and pregnant women. Families and children experiencing homelessness and children in the foster care system are also eligible, as well as children with disabilities and other special needs.







Head Start offers options based on your family's needs:

Head Start
promotes school readiness for children 3-5 years through:
- Online/Distance Learning
- Full Day/Part Day in class

Early Head Start:
- **Home Based:** Teachers work with the families, through weekly visits that support their child's development and their own family goals
- **Pregnant Women:** Prenatal support and follow-up
- **Full Day in class:** School Readiness specially designed for the unique needs of infants and toddlers

capk
Community Action Partnership of Kern

Head Start kids receive:
- High-quality, age appropriate learning from credentialed teachers
- Free Medical and Dental screenings
- Healthy Meals and Snacks
- A safe indoor and outdoor setting to explore, discover and learn

Give your child a Head Start!

1-800-701-7060

03192021

Scan the code with your phone for more info!

Head Start
A Program of CAPK

La salud y educación de su hijo(a) es nuestra prioridad

La Asociación de Acción Comunitaria de Kern ha implementado una selección de componentes de seguridad sólidos para reducir el riesgo de transmisión de COVID-19, mientras los menores asisten al programa de Head Start. Los horarios de entrada y salida, se han alternado; el personal, los niños (as) y los padres reciben exámenes de salud sin contacto todos los días, el cupo en los salones se ha limitado, así como también se han establecido procedimientos de distanciamiento físico, aseo de manos que se realiza regularmente y se utiliza equipo de protección personal. Head Start es un programa sin costo, diseñado para niños (as) de 6 semanas hasta 5 años provenientes de familias de escasos recursos y mujeres embarazadas. Las familias y menores desamparados, así como las familias inscritas en el sistema de crianza, también pueden calificar para el programa, esto también incluye a los niños (as) con discapacidades y otras necesidades especiales.







Head Startle ofrece opciones en base a las necesidades de su familia

Head Start

Startpromueve la preparación escolar para niños (as) de 3-5 años a través de:

- Aprendizaje en línea y a distancia
- Clases de tiempo completo y medio tiempo

Early Head Start:

- **Servicios a domicilio:** Los maestros trabajancon las familias por medio de visitas semanalesque apoyan el desarrollo de su hijo (a) , asicomo las metas familiares
- **Mujeres embarazadas:** Apoyo prenatal y seguimiento después del parto
- **Día completo en clase:** Se les proporciona preparación escolar especialmente diseñada para las necesidades únicas de los bebés e infantes.

capk
Community Action Partnership of Kern

Los alumnos de Head Start reciben:

- Instrucción de alta calidad diseñada para cadaetapa, dirigida por maestros (as), acreditados
- Exámenes de salud y dentales gratuitos
- Almuerzos y refrigerios saludables
- Ambiente interior y exterior segurosdiseñados para la exploración, descubrimiento y aprendizaje.

¡Dele la oportunidad de un buen comienzo a su hijo (a) en Early Head Start!

1-800-701-7060

CalWORKs

Home Visiting Program







Home visiting could help you with:

- Pre-natal & post-partum education
- Family and community support
- Positive parent and child interactions
- Health and social services

Who May Be Eligible?

CalWORKs participants who are:

- Pregnant
- Parents or caretakers of children birth to 24 months.



To learn more or to sign up for the program,

Please contact our HVP Liaison at **(661)631-6756** or your CalWORKs case worker.

CalWORKs

Programa de Visitas a domicilio







Las visitas a domicilio le pueden ayudar con:

- Educación
- Apoyo familar y comunitario
- Interacción positiva entre padres e hijos
- Servicos sociales y de salud

¿Quién es elegible?

Las personas que participan en el programa de CalWORKs:

- Embarazadas
- Padres o guardianes de bebés recién nacidos hasta 24 meses de edad



Para obtener más información o inscribirse en el programa,

Llame al coordinador de HVP al **(661)631-6756** o a su trabajador social de CalWORKS.

2022 PC Planning Committee
Monthly Meeting Schedule

All Meetings will be held virtually the first Tuesday of the month at 5:30 p.m.

~~Tuesday, January 4, 2022~~
~~Tuesday, February 1, 2022~~
~~Tuesday, March 1, 2022~~
~~Tuesday, April 5, 2022~~
Tuesday, May 3, 2022
Tuesday, June 7, 2022
Tuesday, August 2, 2022
Tuesday, September 6, 2022
Tuesday, October 4, 2022

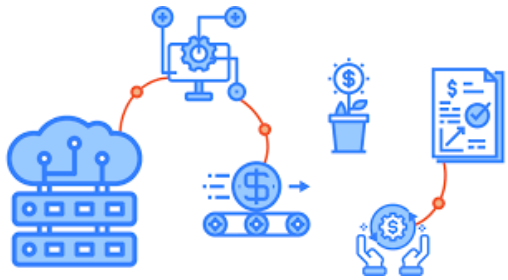
Meeting dates subject to change, upon agreement of the committee

Approved: 1.4.22

Policy Council
BUDGET & FINANCE COMMITTEE
2021 – 2022 Meeting Dates

All meetings will be conducted through Teams and will begin at 6:00 p.m. As the meeting date approaches you will receive an email invitation as well as all necessary documentation/information for the meeting.
Please mark your calendar accordingly.

~~Tuesday, January 18, 2022~~
~~Tuesday, February 15, 2022~~
~~Tuesday, March 15, 2022~~
Tuesday, April 19, 2022
Tuesday, May 17, 2022
Tuesday, June 21, 2022
Tuesday, August 16, 2022
Tuesday, September 20, 2022
Tuesday, October 18, 2022



Approved: January 18, 2022

Policy Council
BYLAWS COMMITTEE
2021 - 2022 Meeting Dates

All meetings will be held via teleconference. As the meeting date approaches you will be sent an email invitation for the meeting. In preparation for subcommittee meetings please mark your calendar accordingly.
All meetings will begin at 5:30 p.m.

~~**Tuesday, February 8, 2022**~~
~~**Tuesday, April 12, 2022**~~
Tuesday, June 14, 2022
Tuesday, August 9, 2022

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.



Approved: February 8, 2022

Policy Council
SCHOOL READINESS COMMITTEE
2021 – 2022
Meeting Dates

All meetings will be held through Microsoft Teams. As the meeting date approaches you will be sent a meeting invitation via email. In preparation for these subcommittee meetings please mark your calendar accordingly.
All meetings will begin at 5:30 p.m.

~~**Thursday, February 10, 2022**~~
~~**Thursday, March 10, 2022**~~
~~**Thursday, April 7, 2022**~~
Thursday, May 12, 2022

Any necessary documentation and/or information for meetings will be sent via email prior to the meeting for your review.



Approved: February 10, 2022

2021-2022 Head Start
Policy Council Meeting Dates

At this time, all meetings will be held via teleconference through Microsoft Teams. 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/.

En este momento, todas las reuniones se llevarán a cabo por teleconferencia a través de Microsoft Teams. 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 23, 2021~~
~~Tuesday, December 21, 2021~~*
~~Tuesday, January 25, 2022~~
~~Tuesday, February 22, 2022~~
~~Tuesday, March 22, 2022~~
Tuesday, April 26, 2022
Tuesday, May 24, 2022
Tuesday, June 28, 2022
Tuesday, August 23, 2022
Tuesday, September 27, 2022
Tuesday, October 25, 2022

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

*The December meeting will be held one week earlier due to the Christmas holiday.

Approved: November 23, 2021

Head Start
A Program of CAPK

APPLICATION FOR POSITION OF
POLICY COUNCIL COMMUNITY REPRESENTATIVE

☒ Community Representative - Local Agency
☐ Community Representative - Past Parent

Name: Anastasia Lester	Occupation: Program Officer
Home Address: 6208 Midas Street, Bakersfield, CA 93307-6401	
Mailing Address (if different): same as above	

Home Phone: (661) 703-8788	Mobile Phone: (661) 703-8788	Email: alester@first5kern.org

Your Background

What knowledge or skills could you contribute to the Head Start Policy Council (Check all that apply):

☐ Former Head Start Parent	☐ Accounting	☐ Management
☐ Public Relations	☐ Legal	☐ Human Services
☒ Education/Training	☒ Community Relations	☐ Housing
☒ Youth & Families	☐ Relations	☐ Other:

1. What Community activity or organization have you been most involved in and why?
The Good Neighbor Festival. I was the chairperson for this event that is held at MLK Park. I am involved because it is an opportunity for the community to find low-cost/free services.

2. What resources do you have to offer children and families in the Head Start Program?
There are over 41 programs that are funded by First 5 Kern, as well as the services that my organization collaborates with that focus on children and families.

3. Why would you be a good candidate for the Community Action Partnership of Kern Head Start/State Child Development Policy Council?
I would be a good candidates as a former teacher, former employee of CAPK, parent and a community advocate; I understand the needs of the families and will do my best to provide resources that will help them in their future endeavors.

Signature of Applicant

March 11, 2022
Date