Head Start
A Program of CAPK

Community Action Partnership of Kern
Head Start/State Child Development

POLICY COUNCIL MEETING PACKET

November 28, 2023
5:30 p.m.

This meeting will be held via Microsoft Teams
Meeting ID: 283 747 403 184
Passcode: pMqDYm

Click here to join the meeting

POLICY COUNCIL
STANDING COMMITTEES
November 2023

EXECUTIVE COMMITTEE

Chairperson:
Vice Chairperson:
Secretary:
Treasurer:
Parliamentarian:

STANDING COMMITTEE MEMBERS

Board of Directors:

BYLAWS
Chairperson: (Parliamentarian)

1.
2.
3.
4.
5.
6.

PLANNING
Chairperson: (Vice Chairperson)

1.
2.
3.
4.
5.
6.

SCHOOL READINESS
Chairperson: (Secretary)

1.
2.
3.
4.

BUDGET & FINANCE
Chairperson: (Treasurer)

1.
2.
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 2023 - 2024

#	REGION 1	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	June 2024	July 2024	Aug 2024	Sept 2024	Oct 2024
1	Ruby Cruz - Heritage												
2	Kellie Ledezma - Martha J. Morgan												
3	Vacancy												
4	Vacancy												
#	REGION 2	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	June 2024	July 2024	Aug 2024	Sept 2024	Oct 2024
1	Fatima Echeverria - Angela Martinez												
2	Kaylonie Howard - Sterling												
3	Iris Roman - Virginia												
4	Vacancy												
#	REGION 3	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	June 2024	July 2024	Aug 2024	Sept 2024	Oct 2024
1	Cristina Herrera Gonzalez - Fairfax												
2	Candy Diaz - Pete Parra												
3	Alejandra Verduzco Hernandez - Primeros Pasos												
4	Vacancy												
#	REGION 4	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	June 2024	July 2024	Aug 2024	Sept 2024	Oct 2024
1	Ashely Trent - California City												
2	Gabriela Rangel - California City												
3	Isabel Zamora - California City												
4	Vacancy												
#	REGION 5 - Home Base	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	June 2024	July 2024	Aug 2024	Sept 2024	Oct 2024
1	Jennifer Wilson - L. Kohler												
2	Vacancy												
#	REGION 5 - Partnership	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	June 2024	July 2024	Aug 2024	Sept 2024	Oct 2024
1	Kelly Hopkins - Blanton												
#	REGION 6 - San Joaquin	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	June 2024	July 2024	Aug 2024	Sept 2024	Oct 2024
1	Glorylee Selmi - Home Base, G. Texiera												
2	Vacancy												
#	Community Representatives	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	June 2024	July 2024	Aug 2024	Sept 2024	Oct 2024
1	Vacancy												
2	Vacancy												
3	Vacancy												
#	Board Member	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	June 2024	July 2024	Aug 2024	Sept 2024	Oct 2024
1	Ana Vigil												

Policy Council Standing Committee
Attendance Sheet
2023 – 2024

Bylaws Committee											
Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Parliamentarian											

Budget & Finance Committee											
Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Treasurer											

School Readiness Committee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Secretary											

Planning Committee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Vice Chairperson											

Board of Directors

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.

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	November 28, 2023
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	642 931 903#

Policy Council Meeting Agenda

Meeting to be held via tele-conference. Members of the public may join the teleconference.

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

Alejandra Verduzco Hernandez	Iris Roman	Ruby Cruz
Ana Vigil	Isabel Zamora	
Cristina Herrera Gonzales	Jennifer Wilson	
Gabriela Rangel	Kellie Ledezma	
Glorylee Selmi	Kelly Hopkins	

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. None

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 – October 27, 2023 (English/Spanish) ***(p.8-16)***
   b. Head Start Budget vs. Actual Expenditures, March 1, 2023, to September 30, 2023 ***(p.17-19)***
   c. Early Head Start Budget vs. Actual Expenditures, March 1, 2023, to September 30, 2023 ***(p.20-22)***
   d. Kern Head Start and Early Head Start Non-Federal Report, March 1, 2023, to September 30, 2023 ***(p.23)***
   e. Early Head Start Childcare Partnership Non-Federal Report, March 1, 2023 to September 30, 2023 ***(p.24)***
   f. Parent Travel & Childcare through September 30, 2023 ***(p.25-26)***
   g. Parent Activity Funds through September 30, 2023 ***(p.27-28)***
   h. Head Start Program Review Evaluation (PRE) Report – October 2023 ***(p.29-30)***
   i. Children's Mobile Clinic – November 2023 (English/Spanish) ***(p.31-32)***

j. Monthly Parent Trainings with Dr. Kirk – Head Start Wellness ***(p.33)***
k. Head Start Health Advisory Committee Meeting – December 14, 2023 ***(p.34)***
l. First Annual Family Engagement & Fatherhood Conference – January 20, 2024; Hodel's Restaurant ***(p.35)***
m. Head Start California Parent & Family Engagement Conference – February 26-27, 2024, Long Beach, CA ***(p.36)***
n. Backpack Connection Series: How to Help Your Child Manage Time and Understand Expectations (English/Spanish) ***(p.37-38)***
o. Reading Tips for Parents – Reading Rocket (English/Spanish) ***(p.39-40)***
p. Let's Talk Turkey – USDA ***(p.41)***
q. Head Start Recruitment Flyer (English/Spanish) ***(p.42-43)***
r. Early Head Start San Joaquin Flyer (English/Spanish) ***(p.44-45)***
s. Home Visiting Program Flyer (English/Spanish) ***(p.46-47)***
t. Executive Officer Roles and Responsibilities ***(p.48)***
u. Policy Council Subcommittee Functions ***(p.49)***

6. New Business ***Action Item***

a. Proposed Policy Council Meeting dates and times ***(p.50)***
b. Nomination and election of Policy Council Chairperson
c. Nomination and election of Policy Council Vice-Chairperson
d. Nomination and election of Policy Council Secretary
e. Nomination and election of Policy Council Treasurer
f. Nomination and election of Policy Council Parliamentarian
g. Nomination and election of Policy Council Board of Directors Representative (1 vacancy) ***(p.51)***
h. Nomination and election of Policy Council Planning Committee Members (6 vacancies) ***(p.52)***
i. Nomination and election of Policy Council Budget & Finance Committee Members (6 vacancies) ***(p.53)***

7. Standing Reports

a. Program Governance – Lisa Gonzales, Program Governance Coordinator
b. Board of Directors – Ana Vigil, CAPK Board Member
c. 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. November 22, 2023, by Lisa Gonzales, Program Governance Coordinator.

COMMUNITY ACTION PARTNERSHIP OF KERN
POLICY COUNCIL COMMITTEE MEETING MINUTES
October 17, 2023
The Hungry Hunter Steakhouse
3580 Rosedale Hwy, Bakersfield, CA 93308

1. **Call to Order**
   Policy Council Chairperson, Ruby Cruz called the meeting to order at 6:28 p.m.
   a. Roll call was taken, and a quorum was established.
   Policy Council Members Present: Ruby Cruz, Fatima Echeverria, Guillermina Herrera, Nila Hogan, Pablo Reyes, Ana Vigil, Jennifer Wilson

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
   Jenifer Wilson provided the Policy Council School Readiness Committee report stating the committee met on five occasions during the 2022-2023 term beginning with a discussion as to what school readiness meant to committee members. Over the course of these meetings members learned about Developmental Results Desired Profile (DRDP) and other measures used to access children enrolled in the program and how data from these assessments is used to create school readiness goals. Members were also provided information about family engagement and the role it plays in school readiness, with information shared about ReadyRosie, s'more newsletters, and more. Also provided was an overview of inclusion services, which included discussion about IEPs, IFSPs as well as the ages and stages questionnaire. Home base staff also provided a presentation to the committee which spoke about the importance of building relationships with families and provided an overview of home visits and socializations. The School Readiness Committee concluded its final meeting with an in-depth review of the proposed school readiness goals for the 2023-2024 program year. This included specifics such as what the proposed goals were, how they were created, review of data outcomes and more. Members had an opportunity to ask questions and provide feedback on the proposed goals. Subsequently, the goals were approved by both the Policy Council and the CAPK Board of Directors and are now being implemented during the 2023-2024 program year.

   b. Planning Committee
   Guillermina Herrera shared the Policy Council Planning Committee report noting the committee last met on October 3, 2023. During this meeting, the Enrollment and Average Daily Attendance report for September 2023 was reviewed with Head Start reporting enrollment at 64% and Early Head Start reporting enrollment at 72%. The program onboarded twelve new staff, however there were also thirteen resignations during this reporting period. The Child Adult Care Food Program report for August 2023 was shared with planning members with over sixty-four thousand meals delivered to centers. Members were informed that there is a new pilot program underway to streamline the application process for families who are seeking Head Start services. It was also shared that the program received notification that it was selected by the California Department of Education for a contract monitoring review. This will take place during the current fiscal year, 2023-2024 with specific dates not yet known. This review ensures contract compliance and program quality among other things.

   c. Budget & Finance Committee
   Budget and Finance Committee chairperson, Pablo Reyes stated that over the past year of this term, the committee has had the opportunity to review in detail all financial documents, from the Head Start, and Early Head Start grants and more. Each month the committee was also presented with parent activity reports as well as parent local travel and childcare reports. The non-federal share in-kind reports were also shared monthly for all child development centers including our partnership programs and home base. During each meeting committee members had the opportunity to ask question, seek clarification and to comment on all information received. The information provided was always clearly detailed and well defined, making it easy to comprehend and understand all that was shared.

d. Bylaws Committee

Policy Council Bylaws committee member, Fatima Echeverria provided the committee report. During the 2022-2023 term the committee had four meetings. Over the course of these meetings the Policy Council Bylaws were reviewed in their entirety to ensure the document was meeting the needs of the Council and following the requirements as outlined in the Head Start Program Performance Standards and the Head Start Act. After reviewing the bylaws and engaging in thorough, in-depth discussion, the committee did not feel any changes were warranted to the documents. Noteworthy activity included the review of data in relation to Policy Council meeting attendance in both an in-person setting as well as virtually. Data provided was reflective of three previous terms as well as information from the current 2022-2023 term. Based upon the data shared the virtual setting provided the best attendance. The committee was also introduced to the self-paced, interactive 5-ipart training series, *Head Start Leadership and Governance: Values, Regulations and Skills* as found on the Early Childhood Learning and Knowledge Center. The consensus of the committee was that reviewing the bylaws section by section provided them a better understanding of the document as well as the processes of the Council.

4. <u>Presentations</u>

a. Recognition of 2022-2023 Policy Council Members – Jeremy Tobias, CEO Community Action Partnership of Kern & Yolanda Gonzales, Head Start/State Child Development Director

Jeremy Tobias and Yolanda Gonzales expressed words of gratitude and appreciation to Policy Council members for their term of service and the commitment they have shown. Chief Program Officer, Louis Gill also thanked members for their service. He went on to share that our children learn by what they see, and members' children see their parents participating in meetings and being active in their education which is a gift. One by one members were called upon as Jeremy and Yolanda presented them with certificates of recognition and letters of recommendation.

5. <u>Consent Agenda</u> ***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 – September 26, 2023
b. Budget & Finance Committee Meeting Minutes – September 19 , 2022
c. Planning Committee Meeting Minutes – October 3, 2023 (English/Spanish)
d. Head Start Budget vs. Actual Expenditures, March 1, 2023, to August 31, 2023
e. Early Head Start Budget vs. Actual Expenditures, March 1, 2022, to August 31, 2023
f. Head Start and Early Head Start Non-Federal Share and In-Kind Report, March 1, 2023 – August 31, 2023
g. Early Head Start Childcare Partnerships Non-Federal and In-Kind Report, March 1, 2023 – August 31, 2023
h. Parent Local Travel & Childcare through August 31, 2023
i. Parent Activity Funds through August 31, 2023
j. Head Start Program Review Evaluation (PRE) Report – September 2023
k. Children's Mobile Immunization Clinic – October 2023 (English/Spanish)
l. Free Health Screenings – Binational Health – Octobe 21, 2023, Calvary Bakersfield, 4040 Niles Street
m. Patty's Safe Trunk and Treat – October 28, 2023, West Coast Tire & Auto Center, 3723 Auburn Street, Bakersfield, CA
n. Signs of an Abusive Relationship – Kern County Department of Human Services
o. Warning Signs – Emerge Center Against Domestic Abuse
p. Power & Control Wheel – Emerge Center Against Domestic Abuse
q. Effects of Domestic Violence on Children – Kern County Department of Human Services
r. Dr. Kirk Monthly Parent Trainings – CAPK Head Start Wellness
s. Head Start Recruitment Flyer (English/Spanish)
t. Early Head Start San Joaquin Recruitment Flyer (English/Spanish)
u. Home Visiting Program (English/Spanish)

Nila Hogan made a motion to approve consent agenda items (a) through (u); seconded by Jennifer Wilson. Motion carried unanimously.

6. **New Business** ***ACTION**

a. **2023-2024 Head Start & Early Head Start Budget Revision – Jerry Meade, Assistant Director ~ Program**
Jerry stated that as we approach the culmination of the current fiscal year, and through ongoing monitoring and review of budget to actual figures, the Head Start division is proposing reallocation of potential savings within the budget to other categories. In continuing, Jerry shared that in meeting in partnership with the Finance division there have been identified savings in the Head Start/Early Head Start (Kern) grant in the areas of personnel and fringe benefits. These savings have been attributed to staff vacancies. Budget detail, including specific categories were provided to and reviewed with members. During review of the information, it was stated that the proposed reallocation of funds would be to the categories of Travel, Equipment, Supply and Other. Reallocating funds to Travel would support increased travel opportunities for staff training while funds reallocated to Supplies and Other would support expenditures for outdoor environments as well as minor repairs and renovations at Head Start/Early Head Start sites. Jerry reminded members that to submit this budget revision request to the Office of Head Start it is being brought before Policy Council to obtain necessary approval and will subsequently also be brought before the CAPK Board of Directors as well. Upon conclusion of the presentation a motion was made by Pablo Reyes, seconded by Nila Hogan to approve the submission of the Budget Revision for the Head Start and Early Head Start Kern grant (#09CH011132) for the funding year 2023-2024. Motion carried unanimously.

b. **2024-2025 Head Start & Early Head Start Refunding Application Budget Detail– Jerry Meade, Assistant Director ~ Program**
An application overview for the first funding period of the 2024-2029 grant cycle was shared with members by Assistant Director, Jerry Meade which represented the funding period of March 1, 2024 through February 28, 2025. It was stated that the application would include program goals that support the CAPK's strategy to meet the communities with the greatest of needs throughout this 5-year grant cycle. Jerry shared programmatic changes within the first yearly application in an extremely detailed manner. These changes included the adoption of a new compensation schedule for Head Start employees, the addition of a Family Childcare program option, revisions to funded enrollment as well as a conversion request to realign funding from Head Start to Early Head Start. Along with the intensely detailed information shared, members were also provided budget detail for each of the components which in turn Jerry reviewed line by line with members. Additional relevant information shared included the number of staffing vacancies as of the previous month, as well as discussion on classroom closures, adjustments to program options to support an increase for cost per child, a wage comparability study as well as a rich benefit package and more. At the conclusion of this thorough presentation, along with the opportunity for questions and/or clarification a motion was made by Nila Hogan and seconded by Fatima Echeverria to approve the 2024-2025 Funding Application and budget detail. Motion carried unanimously.

c. **2022-2023 Head Start & Early Head Start Self-Assessment – Sylvia Ortega, Quality Assurance Administrator**
Sylvia shared that the Head Start/State Child Development program conducts a self-assessment on an annual basis. This assessment is used to measure the program's effectiveness in meeting the goals and objectives set forth. It also allows the program the opportunity to identify and make any course corrections that may be necessary early on so as not to be noted as a "finding" during a federal review. The various areas in which the agency must self-assess were shared with members which included but were not limited to, the implementation systems and services of program governance and management systems, fiscal integrity, environmental health and safety, comprehensive services, school readiness and more. Members were provided with a summary of the 2022-2023 self-assessment process as well as the self-assessment report for the same reporting period. Sylvia reviewed this information with members noting that the self-assessment did result in two program findings. These findings were in the areas of Wage Comparability and Full Enrollment. It was noted that the program is in the process of conducting an internal wage compensation comparability study as well as actively working on its full enrollment initiative. It was noted that plans of action to address the areas of finding have been completed and the self-assessment results are used to update applicable policies and procedures as well as to develop improved strategies for the program's grant application for the subsequent year. Sylvia also noted there were areas of strengths denoted as well. This was evident in child outcomes, readiness for kindergarten as well as engaging environments that encouraged focused play, critical thinking, peer collaboration and autonomy. It was also noted that another strength included the availability of coaching and support to all teachers. Nila Hogan made a motion to approve the 2022-2023 Head Start and Early Head Start Self-Assessment report, seconded by Pablo Reyes. Motion carried unanimously.

7. **Standing Reports**

   a. **Program Governance – Lisa Gonzales, Program Governance Coordinator**
   Lisa expressed appreciation for the opportunity to have this recognition event/meeting in person. She thanked members for their attendance, noting how wonderful it was to see everyone and have those in person interactions. Lisa thanked members for their commitment and service to Policy Council over this past term, adding that together Council members have approved budget revisions, school readiness goals, and most recently a refunding application so that we may continue to provide high quality services to children and families in our community and more! In closing, Lisa also thanked staff members for all their support and wished Policy Council members well as they continued their journey. Lisa added she looks forward to the upcoming 2023-2024 Policy Council term and seeing those members who were elected and will continue their service.

   b. **Community Representative – Nila Hogan, Y-Empowerment**
   Nila expressed appreciation for the opportunity to serve on the Council for the past 5 years, noting that this is her last term. She wished everyone well and said she will miss Policy Council. Nila also shared a Fall event to be held on October 27, 2023 from 5:00 p.m. – 8:00 p.m. courtesy of Open Door.

   c. **Board of Directors – Ana Vigil, CAPK Board Member**
   Ana shared that she was very grateful for the opportunity to be a part of the Policy Council. She added that was nice to see all the parental involvement and all the questions parents had. Ana shared that she too was once a Policy Council parent member and now she is a member of the CAPK Board of Directors, adding that if they (parents) want, this could one day be in their future too! Ana also thanked Lisa for all the reminders about meetings, which were very helpful.

   d. **Head Start/State Child Development – Yolanda Gonzales, Head Start/State Child Development Director**
   Yolanda applauded Policy Council members for their work and commitment during this term. She added that recruitment to support full enrollment continues and encouraged parents to share their story with others; adding that we also continue to recruit staff as well. Yolanda again thanked members for all they do and stated she was looking forward to seeing returning members in the 2023-2024 Policy Council term.

8. **Policy Council Chairperson Report**
   Ruby thanked everyone for their attendance. She noted how great it was to see everyone in person and expressed gratitude for such. Ruby also said she appreciated the opportunity to participate on Policy Council and to be the Chairperson even though she still sometimes gets nervous. Ruby added that she has learned a lot.

9. **Policy Council Member Comments**
   Members were given an opportunity to share comments with members expressing appreciation and thankfulness for their time of service on Policy Council. Members also thanked Lisa for all her support and information that is shared with them. Others noted that they appreciated all the reports shared, from budgets to self-assessments and everything in between. It was added that the candidness, thoroughness and transparency of all reports is very much appreciated. Members also expressed much appreciation for executive administrative staff and all the information shared over this term.

10. **Adjournment**
   Meeting was adjourned at 7:48 p.m.

ASOCIACIÓN DE ACCIÓN COMUNITARIA DE KERN
ACTAS DE LA REUNIÓN DEL COMITÉ DEL CONSEJO DE POLÍTICAS
17 de octubre de 2023
The Hungry Hunter Steakhouse
3580 Rosedale Hwy, Bakersfield, CA 93308

1. **Llamada al orden**
La presidenta del Consejo de Políticas, Ruby Cruz, declaró abierta la reunión a las 6:28 p.m.

a. Se pasó lista y se estableció el quórum.
Miembros del Consejo de Políticas presentes: Ruby Cruz, Fátima Echeverría, Guillermina Herrera, Nila Hogan, Pablo Reyes, Ana Vigil, Jennifer Wilson

2. **Comentarios públicos**
*El público que desee dirigirse al pleno del Consejo de Políticas puede hacerlo en este momento. Los miembros del Consejo de Políticas pueden responder brevemente a las declaraciones formuladas o a las preguntas planteadas. Sin embargo, el Consejo de Políticas no tomará ninguna otra medida que no sea remitir los artículos al personal para su estudio y análisis. **Los oradores están limitados a tres minutos cada uno**. Si más de una persona desea abordar el mismo tema, el tiempo total del grupo para el tema será de 10 minutos. Por favor, indique su nombre antes de hacer su presentación. Gracias.*
Ninguno

3. **Informes del Comité Permanente**
   a. **Comité de Preparación Escolar**
   Jenifer Wilson proporcionó el informe del Comité de Preparación Escolar del Consejo de Políticas, indicando que el comité se reunió en cinco ocasiones durante el período 2022-2023, comenzando con una discusión sobre lo que significaba la preparación escolar para los miembros del comité. En el transcurso de estas reuniones, los miembros aprendieron sobre el Perfil Deseado de Resultados de Desarrollo (DRDP, por sus siglas en inglés) y otras medidas utilizadas para acceder a los niños inscritos en el programa y cómo se utilizan los datos de estas evaluaciones para crear metas de preparación escolar. Los miembros también recibieron información sobre la participación de la familia y el papel que desempeña en la preparación escolar, con información compartida sobre ReadyRosie, boletines informativos s'more y más. También se proporcionó una descripción general de los servicios de inclusión, que incluyó una discusión sobre los IEP, los IFSP, así como el cuestionario de edades y etapas. El personal de la base de operaciones también hizo una presentación al comité en la que habló sobre la importancia de establecer relaciones con las familias y proporcionó una visión general de las visitas domiciliarias y las socializaciones. El Comité de Preparación Escolar concluyó su reunión final con una revisión en profundidad de las metas propuestas de preparación escolar para el año escolar 2023-2024. Esto incluyó detalles como cuáles eran los objetivos propuestos, cómo se crearon, la revisión de los resultados de los datos y más. Los miembros tuvieron la oportunidad de formular preguntas y dar su opinión sobre los objetivos propuestos. Posteriormente, las metas fueron aprobadas tanto por el Consejo de Políticas como por la Junta Directiva de CAPK y ahora se están implementando durante el año programático 2023-2024.

   b. **Comité de Planificación**
   Guillermina Herrera compartió el informe del Comité de Planificación del Consejo de Políticas señalando que el comité se reunió por última vez el 3 de octubre de 2023. Durante esta reunión, se revisó el informe de inscripción y asistencia diaria promedio para septiembre de 2023, con Head Start informando que la matrícula era del 64 % y Early Head Start que informaba que la matrícula era del 72 %. El programa incorporó a doce nuevos funcionarios, pero también hubo trece renuncias durante el período que abarca el informe. El informe del Programa de Alimentos para el Cuidado de Niños y Adultos de agosto de 2023 se compartió con los miembros de planificación con más de sesenta y cuatro mil comidas entregadas a los centros. Se informó a los miembros que hay un nuevo programa piloto en marcha para agilizar el proceso de solicitud para las familias que buscan servicios de Head Start. También se compartió que el programa recibió la notificación de que fue seleccionado por el Departamento de Educación de California para una revisión de monitoreo de contratos. Esto se llevará a cabo durante el año fiscal actual, 2023-2024 con fechas específicas aún no conocidas. Esta revisión garantiza el cumplimiento del contrato y la calidad del programa, entre otras cosas.

c. Comité de Presupuesto y Finanzas

El presidente del Comité de Presupuesto y Finanzas, Pablo Reyes, declaró que durante el último año de este período, el comité ha tenido la oportunidad de revisar en detalle todos los documentos financieros, desde las subvenciones de Head Start y Early Head Start y más. Cada mes, al comité también se le presentaban informes de actividades de los padres, así como informes de viajes locales y cuidado de niños de los padres. Los informes de participación en especie no federales también se compartieron mensualmente para todos los centros de desarrollo infantil, incluidos nuestros programas de asociación y nuestra base de operaciones. Durante cada reunión, los miembros del comité tuvieron la oportunidad de hacer preguntas, pedir aclaraciones y comentar toda la información recibida. La información proporcionada siempre fue claramente detallada y bien definida, lo que facilitó la comprensión y comprensión de todo lo que se compartió.

d. Comité de Estatutos

Fátima Echeverría, miembro del comité de Estatutos del Consejo de Políticas, proporcionó el informe del comité. Durante el período 2022-2023 el comité tuvo cuatro reuniones. En el transcurso de estas reuniones, los Estatutos del Consejo de Políticas se revisaron en su totalidad para garantizar que el documento cumpliera con las necesidades del Consejo y cumpliera con los requisitos descritos en las Normas de Desempeño del Programa Head Start y la Ley Head Start. Después de revisar los estatutos y participar en una discusión exhaustiva y profunda, el comité no consideró que se justificara ningún cambio en los documentos. Entre las actividades más destacadas se encuentra la revisión de los datos relativos a la asistencia a las reuniones del Consejo de Políticas, tanto en persona como virtualmente. Los datos proporcionados reflejaban tres mandatos anteriores, así como información del actual mandato 2022-2023. Con base en los datos compartidos, el entorno virtual proporcionó la mejor asistencia. El comité también conoció la serie de capacitación interactiva de 5 partes, *a su propio ritmo, Liderazgo y Gobernanza: Valores, Reglamentos y Habilidades,* que se encuentra en el Centro de Aprendizaje y Conocimiento de la Primera Infancia. El consenso del comité fue que la revisión de los estatutos sección por sección les proporcionó una mejor comprensión del documento, así como de los procesos del Consejo.

4. <u>Presentaciones</u>

a. Reconocimiento a los miembros del Consejo de Políticas 2022-2023 – Jeremy Tobias, director ejecutivo de la Asociación de Acción Comunitaria de Kern y Yolanda Gonzales, Head Start/Directora Estatal de Desarrollo Infantil

Jeremy Tobias y Yolanda Gonzales expresaron palabras de gratitud y aprecio a los miembros del Consejo de Políticas por su período de servicio y el compromiso que han demostrado. El Director de Programas, Louis Gill, también agradeció a los miembros por su servicio. Continuó compartiendo que nuestros hijos aprenden por lo que ven, y los hijos de los miembros ven a sus padres participando en las reuniones y participando activamente en su educación, lo cual es un regalo. Uno por uno, los miembros fueron llamados mientras Jeremy y Yolanda les entregaban certificados de reconocimiento y cartas de recomendación.

5. <u>Orden del día convenido</u> ***ACCIÓN**

El orden del día convenido consta de temas que se consideran rutinarios y no controvertidos. Estos temas se aprueban en una moción, a menos que un miembro del Concejo o el público solicite la eliminación de un tema en particular. Si se solicita un comentario o discusión, el tema se eliminará de la agenda de consentimiento y se considerará en el orden indicado.

a. Actas de la reunión del Consejo de Políticas - 26 de septiembre de 2023
b. Actas de la reunión del Comité de Presupuesto y Finanzas - 19 de septiembre de 2022
c. Actas de la reunión del Comité de Planificación - 3 de octubre de 2023 (inglés/español)
d. Presupuesto de Head Start vs. gastos reales, del 1 de marzo de 2023 al 31 de agosto de 2023
e. Presupuesto anticipado de Head Start vs. gastos reales, del 1 de marzo de 2022 al 31 de agosto de 2023
f. Informe de acciones no federales y en especie de Head Start y Early Head Start, del 1 de marzo de 2023 al 31 de agosto de 2023
g. Informe de las Asociaciones de Cuidado Infantil de Early Head Start sobre las asociaciones no federales y en especie, 1 de marzo de 2023 – 31 de agosto de 2023
h. Viajes locales para padres y cuidado de niños hasta el 31 de agosto de 2023
i. Fondos de Actividades para Padres hasta el 31 de agosto de 2023
j. Informe de la Evaluación de la Revisión del Programa Head Start (PRE) – Septiembre de 2023

k. Clínica Móvil de Inmunización Infantil – Octubre 2023 (Inglés/Español)
l. Exámenes de salud gratuitos - Binational Health - 21 de octubre de 2023, Calvary Bakersfield, 4040 Niles Street
m. Patty's Safe Trunk and Treat - 28 de octubre de 2023, West Coast Tire & Auto Center, 3723 Auburn Street, Bakersfield, CA
n. Señales de una relación abusiva – Departamento de Servicios Humanos del Condado de Kern
o. Señales de advertencia – Emerge Center Against Domestic Abuse
p. Rueda de Poder y Control – Centro Emergente Contra el Abuso Doméstico
q. Efectos de la Violencia Doméstica en los Niños – Departamento de Servicios Humanos del Condado de Kern
r. Capacitaciones mensuales para padres del Dr. Kirk – CAPK Head Start Wellness
s. Folleto de reclutamiento de Head Start (inglés/español)
t. Folleto de reclutamiento de Early Head Start San Joaquín (inglés/español)
u. Programa de Visitas Domiciliarias (Inglés/Español)

Nila Hogan presentó una moción para aprobar los puntos convenidos del programa a) a u); secundada por Jennifer Wilson. La moción fue aprobada por unanimidad.

6. <u>Nuevos negocios</u> *ACCIÓN

a. Revisión del presupuesto de Head Start y Early Head Start 2023-2024 – Jerry Meade, Director Asistente ~ Programa

Jerry declaró que a medida que nos acercamos a la culminación del año fiscal actual, y a través del monitoreo y la revisión continuos del presupuesto a las cifras reales, la división Head Start está proponiendo la reasignación de ahorros potenciales dentro del presupuesto a otras categorías. A continuación, Jerry compartió que en una reunión en asociación con la división de Finanzas, se han identificado ahorros en la subvención de Head Start/Early Head Start (Kern) en las áreas de personal y beneficios complementarios. Estas economías se han atribuido a las vacantes de personal. Se proporcionaron a los miembros detalles del presupuesto, incluidas categorías específicas, y se revisaron con ellos. Durante el examen de la información, se indicó que la reasignación propuesta de fondos se destinaría a las categorías de viajes, equipo, suministros y otros. La reasignación de fondos a Viajes apoyaría el aumento de las oportunidades de viaje para la capacitación del personal, mientras que los fondos reasignados a Suministros y Otros apoyarían los gastos para entornos al aire libre, así como reparaciones y renovaciones menores en los sitios de Head Start/Early Head Start. Jerry recordó a los miembros que para presentar esta solicitud de revisión presupuestaria a la Oficina Nacional de Head Start, se está presentando ante el Consejo de Políticas para obtener la aprobación necesaria y, posteriormente, también se presentará ante la Junta Directiva de CAPK. Al concluir la presentación, Pablo Reyes, secundado por Nila Hogan, presentó una moción para aprobar la presentación de la Revisión del Presupuesto para la subvención de Head Start y Early Head Start Kern (#09CH011132) para el año de financiamiento 2023-2024. La moción fue aprobada por unanimidad.

b. Detalle del presupuesto de la solicitud de reembolso de Head Start y Early Head Start 2024-2025 – Jerry Meade, Director Asistente ~ Programa

El subdirector, Jerry Meade, compartió con los miembros una descripción general de la solicitud para el primer período de financiamiento del ciclo de subvenciones 2024-2029, que representó el período de financiamiento del 1 de marzo de 2024 al 28 de febrero de 2025. Se indicó que la solicitud incluiría objetivos del programa que apoyen la estrategia del CAPK para satisfacer a las comunidades con mayores necesidades a lo largo de este ciclo de subvenciones de 5 años. Jerry compartió los cambios programáticos dentro de la primera aplicación anual de una manera extremadamente detallada. Estos cambios incluyeron la adopción de un nuevo cronograma de compensación para los empleados de Head Start, la adición de una opción del programa de Cuidado Infantil Familiar, revisiones a la matrícula financiada, así como una solicitud de conversión para realinear los fondos de Head Start a Early Head Start. Junto con la información intensamente detallada compartida, los miembros también recibieron detalles del presupuesto para cada uno de los componentes, que a su vez Jerry revisó línea por línea con los miembros. La información relevante adicional compartida incluyó el número de vacantes de personal a partir del mes anterior, así como la discusión sobre el cierre de aulas, los ajustes a las opciones del programa para respaldar un aumento del costo por niño, un estudio de comparación salarial, así como un rico paquete de beneficios y más. Al concluir esta exhaustiva presentación, junto con la oportunidad de preguntas y/o aclaraciones, Nila Hogan presentó una moción secundada por Fátima Echeverría para aprobar la Solicitud de Financiamiento 2024-2025 y el detalle del presupuesto. La moción fue aprobada por unanimidad.

c. 2022-2023 Head Start y Early Head Start Autoevaluación – Sylvia Ortega, Administradora de Aseguramiento de la Calidad

Sylvia compartió que el programa Head Start/State Child Development lleva a cabo una autoevaluación anualmente. Esta evaluación se utiliza para medir la eficacia del programa en el cumplimiento de las metas y objetivos establecidos. También le da al programa la oportunidad de identificar y hacer cualquier corrección de rumbo que pueda ser necesaria desde el principio para que no se note como un "hallazgo" durante una revisión federal. Las diversas áreas en las que la agencia debe autoevaluarse se compartieron con los miembros, que incluyeron, entre otras, los sistemas de implementación y los servicios de gobernanza y gestión de programas, la integridad fiscal, la salud y seguridad ambiental, los servicios integrales, la preparación escolar y más. Se facilitó a los Miembros un resumen del proceso de autoevaluación 2022-2023, así como el informe de autoevaluación correspondiente al mismo período de notificación. Sylvia revisó esta información con los miembros y señaló que la autoevaluación dio como resultado dos hallazgos del programa. Estos hallazgos se dieron en las áreas de Comparabilidad Salarial y Matrícula Completa. Se señaló que el programa está en proceso de realizar un estudio interno de comparabilidad de la compensación salarial, así como de trabajar activamente en su iniciativa de inscripción completa. Se señaló que se han completado los planes de acción para abordar las áreas de hallazgo y que los resultados de la autoevaluación se utilizan para actualizar las políticas y procedimientos aplicables, así como para desarrollar estrategias mejoradas para la solicitud de subvenciones del programa para el año siguiente. Sylvia también señaló que también se denotaban áreas de fortaleza. Esto fue evidente en los resultados de los niños, la preparación para el jardín de infantes, así como en los entornos atractivos que fomentaron el juego enfocado, el pensamiento crítico, la colaboración entre compañeros y la autonomía. También se señaló que otro punto fuerte era la disponibilidad de orientación y apoyo para todos los docentes. Nila Hogan presentó una moción para aprobar el informe de autoevaluación de Head Start y Early Head Start 2022-2023, secundada por Pablo Reyes. La moción fue aprobada por unanimidad.

7. <u>Informes permanentes</u>

a. Gobernanza del Programa – Lisa Gonzales, Coordinadora de Gobernanza del Programa

Lisa expresó su agradecimiento por la oportunidad de tener este evento/reunión de reconocimiento en persona. Agradeció a los miembros por su asistencia, señalando lo maravilloso que fue ver a todos y tener esas interacciones en persona. Lisa agradeció a los miembros por su compromiso y servicio al Consejo de Políticas durante este último período, y agregó que juntos los miembros del Consejo han aprobado revisiones presupuestarias, metas de preparación escolar y, más recientemente, una solicitud de reembolso para que podamos continuar brindando servicios de alta calidad a los niños y las familias de nuestra comunidad y más. Para concluir, Lisa también agradeció a los miembros del personal por todo su apoyo y deseó lo mejor a los miembros del Consejo de Políticas mientras continuaban su viaje. Lisa agregó que espera con ansias el próximo período del Consejo de Políticas 2023-2024 y ver a los miembros que fueron elegidos y continuarán su servicio.

b. Representante de la comunidad – Nila Hogan, Y-Empowerment

Nila expresó su agradecimiento por la oportunidad de servir en el Consejo durante los últimos 5 años, señalando que este es su último mandato. Les deseó lo mejor a todos y dijo que extrañará el Consejo de Políticas. Nila también compartió un evento de otoño que se llevará a cabo el 27 de octubre de 2023 de 5:00 p.m. a 8:00 p.m. cortesía de Open Door.

c. Junta Directiva – Ana Vigil, Miembro de la Junta Directiva de CAPK

Ana compartió que estaba muy agradecida por la oportunidad de ser parte del Consejo de Políticas. Agregó que fue agradable ver toda la participación de los padres y todas las preguntas que tenían los padres. Ana compartió que ella también fue una vez miembro del Consejo de Políticas y ahora es miembro de la Junta Directiva de CAPK, y agregó que si ellos (los padres) quieren, ¡esto también podría estar en su futuro algún día! Ana también agradeció a Lisa por todos los recordatorios sobre las reuniones, que fueron muy útiles.

d. Head Start/Desarrollo Infantil Estatal – Yolanda Gonzales, Head Start/Directora Estatal de Desarrollo Infantil

Yolanda aplaudió a los miembros del Consejo de Políticas por su trabajo y compromiso durante este período. Agregó que el reclutamiento para apoyar la matrícula completa continúa y alentó a los padres a compartir su historia con otros; agregando que también continuamos reclutando personal. Yolanda agradeció nuevamente a los miembros por todo lo que hacen y declaró que esperaba ver a los miembros que regresan en el período 2023-2024 del Consejo de Políticas.

8. **Informe de la presidenta del Consejo de Políticas**
   Ruby, agradeció a todos por su asistencia. Señaló lo grandioso que era ver a todos en persona y expresó su gratitud por ello. Ruby también dijo que apreciaba la oportunidad de participar en el Consejo de Políticas y de ser la presidenta, aunque a veces todavía se pone nerviosa. Ruby agregó que ha aprendido mucho.

9. **Comentarios de los miembros del Consejo de Políticas**
   Los miembros tuvieron la oportunidad de compartir comentarios con los miembros expresando su aprecio y agradecimiento por el tiempo que han dedicado a su servicio en el Consejo de Políticas. Los miembros también agradecieron a Lisa por todo su apoyo y la información que se comparte con ellos. Otros señalaron que apreciaban todos los informes compartidos, desde los presupuestos hasta las autoevaluaciones y todo lo demás. Se añadió que se apreciaba mucho la franqueza, la exhaustividad y la transparencia de todos los informes. Los Miembros también expresaron su profundo agradecimiento al personal administrativo ejecutivo y a toda la información compartida durante este mandato.

10. **La sesión de aplazamiento**
    se levantó a las 7:48 p.m.

MEMORANDUM

To: Policy Council

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

Date: November 28, 2023

Subject: *Head Start*
Budget to Actual Report for the period ended September 30, 2023 – **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 fifth-year budget period is March 1, 2023, through February 29, 2024.

The following are highlights of the Head Start Budget to Actual Report for the period of March 1, 2023, through September 30, 2023. Seven months (58.3%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 50% of the budget.

Training & Technical Assistance Funds

Overall expenditures are at 100% of the budget.

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

The non-Federal share is at 63% of the budget.

Community Action Partnership of Kern
Head Start
Budget to Actual Report
Budget Period: March 1, 2023 - February 29, 2024
Report Period: March 1, 2023 - September 30, 2023
Month 07 of 12 (58.3%)

Prepared 11/01/2023

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	10,474,074	4,691,566	5,782,508	45%	55%
FRINGE BENEFITS	4,056,398	1,198,683	2,857,715	30%	70%
TRAVEL	-	-	-		
EQUIPMENT	-	(7,406)	7,406		
SUPPLIES	744,041	625,709	118,332	84%	16%
CONTRACTUAL	131,568	144,339	(12,771)	110%	-10%
CONSTRUCTION	-	-	-		
OTHER	2,707,283	2,452,238	255,045	91%	9%
INDIRECT	1,754,646	848,088	906,558	48%	52%
TOTAL BASE FUNDING	**19,868,010**	**9,953,216**	**9,914,794**	**50%**	**50%**

TRAINING & TECHNICAL ASSISTANCE

TRAVEL	41,904	31,426	10,478	75%	25%
SUPPLIES	23,986	8,697	15,289	36%	64%
CONTRACTUAL	22,800	13,242	9,558	58%	42%
OTHER	72,752	102,289	(29,537)	141%	-41%
INDIRECT	16,144	21,933	(5,789)	136%	-36%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**177,586**	**177,586**	**-**	**100%**	**0%**

CARRYOVER

SUPPLIES	-	-	-		
CONTRACTUAL	-	-	-		
CONSTRUCTION	-	-	-		
OTHER		-	-		
OTHER - CARES	-	-	-		
INDIRECT	-	-	-		
TOTAL CARRYOVER	**-**	**-**	**-**		

GRAND TOTAL HS FEDERAL FUNDS	**20,045,596**	**10,130,802**	**9,914,794**	**51%**	**49%**

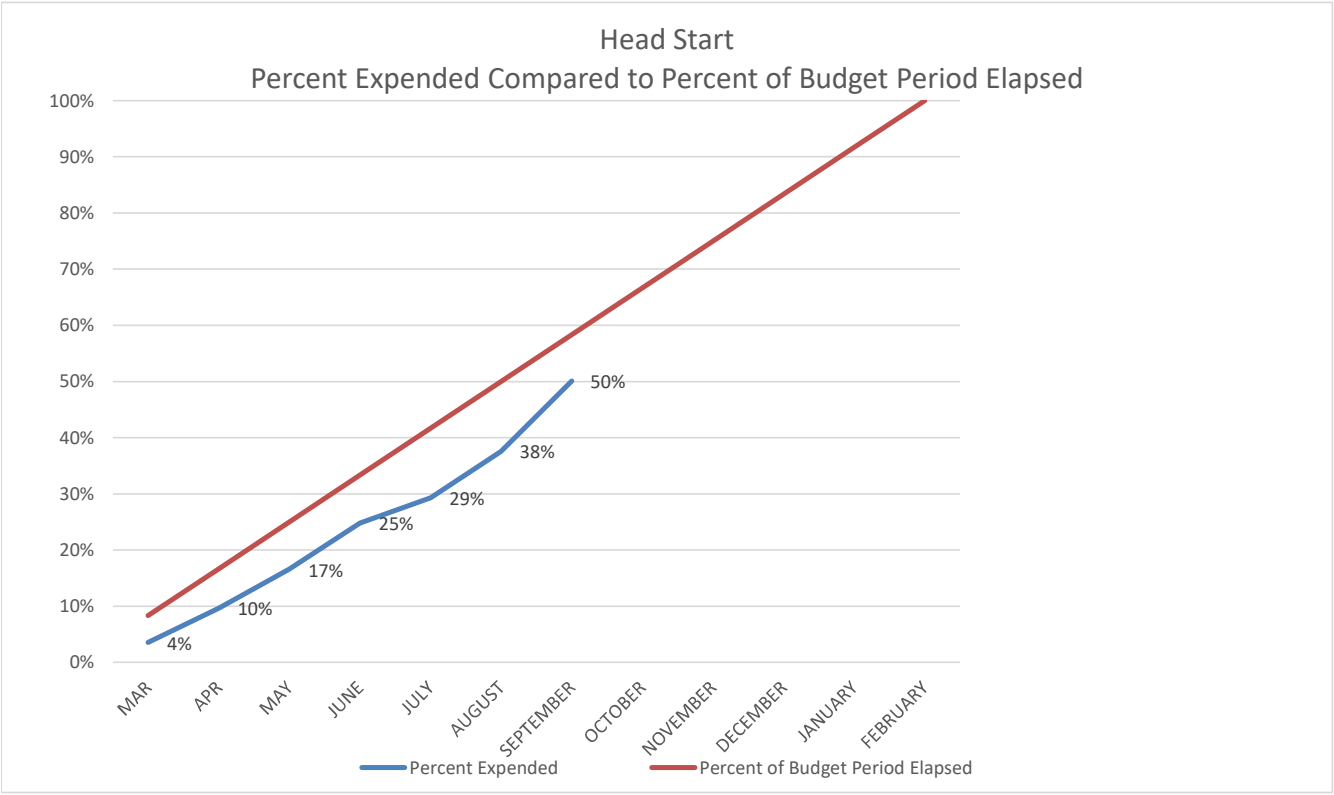
HEAD START and EARLY HEAD START COMBINED NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,958,398	1,948,324	10,074	99%	1%
CALIF DEPT OF ED	11,131,398	6,326,382	4,805,016	57%	43%
TOTAL NON-FEDERAL	**13,089,796**	**8,274,706**	**4,815,090**	**63%**	**37%**

Budget reflects Notice of Award #09CH011132-05-01
Actual expenditures include posted expenditures and estimated adjustments through 09/30/2023
Administrative Cost for HS and EHS Combined **5.3%**

Agency-Wide Credit Card Report

	CURRENT	1 TO 30	31 TO 60	61 TO 90	TOTAL	STATEMENT DATE
Wells Fargo	22,903	-	-	-	**22,903**	10/1/2023
Lowe's		918	1,611	-	**2,528**	10/6/2023
Smart & Final	335		-		**335**	10/1/2023
Save Mart	1,783		-	-	**1,783**	10/1/2023
Chevron & Texaco Business Card	12,218	-	-	-	**12,218**	10/6/2023
Home Depot	11,218	1,056	-	-	**12,274**	10/5/2023
	48,456	**-**	**1,611**	**-**	**52,041**	


Head Start
Percent Expended Compared to Percent of Budget Period Elapsed
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
4%
10%
17%
25%
29%
38%
50%
MAR
APR
MAY
JUNE
JULY
AUGUST
SEPTEMBER
OCTOBER
NOVEMBER
DECEMBER
JANUARY
FEBRUARY
Percent Expended
Percent of Budget Period Elapsed

MEMORANDUM

To: Policy Council

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

Date: November 28, 2023

Subject: *Early Head Start*
Budget to Actual Report for the period ended September 30, 2023 – **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 fifth-year budget period is March 1, 2023, through February 29, 2024.

The following are highlights of the Early Head Start Budget to Actual Report for the period of March 1, 2023, through September 30, 2023. Seven months (58.3%) of the 12-month budget period has elapsed.

Base Funds

Overall expenditures are at 49% of the budget.

Training & Technical Assistance Funds

Overall expenditures are at 50% of the budget.

Community Action Partnership of Kern
Early Head Start
Budget to Actual Report
Budget Period: March 1, 2023 - February 29, 2024
Report Period: March 1, 2023 - September 30, 2023
Month 07 of 12 (58.3%)

Prepared 11/01/2023

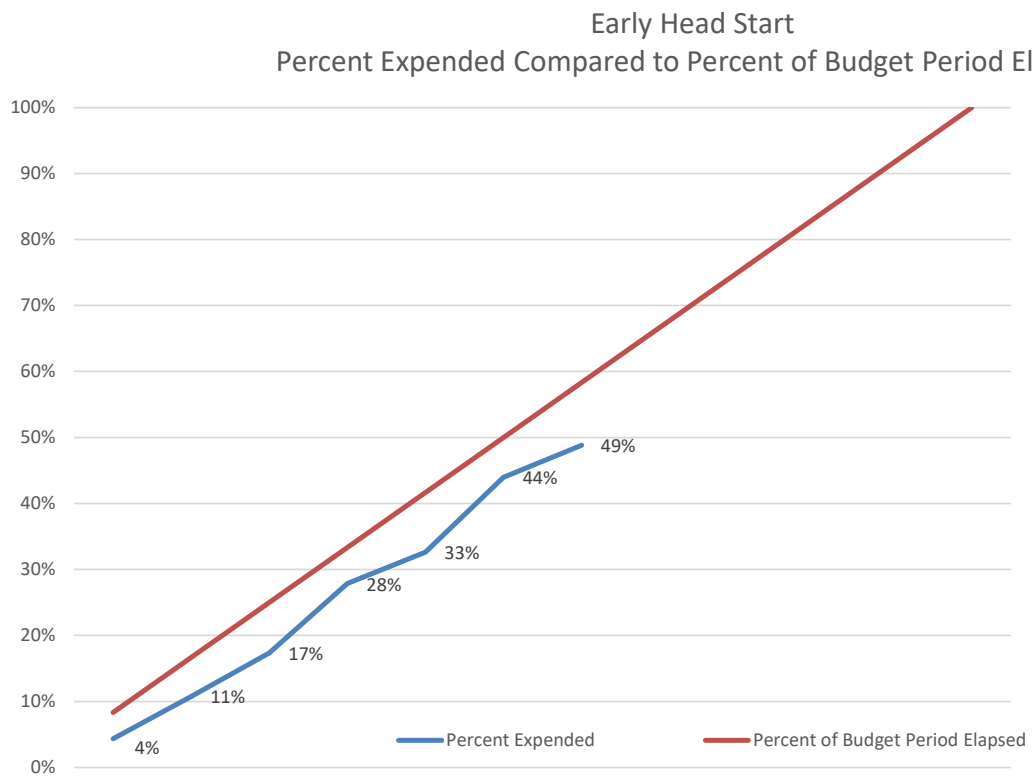
BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	9,862,428	4,675,577	5,186,851	47%	53%
FRINGE BENEFITS	2,829,887	1,253,752	1,576,135	44%	56%
TRAVEL	-	-	-		
EQUIPMENT	-	-	-		
SUPPLIES	1,205,123	430,648	774,475	36%	64%
CONTRACTUAL	1,057,942	449,468	608,474	42%	58%
CONSTRUCTION	-	-	-		
OTHER	2,171,939	1,565,768	606,171	72%	28%
INDIRECT	1,666,021	798,399	867,622	48%	52%
TOTAL BASE FUNDING	**18,793,340**	**9,173,613**	**9,619,727**	**49%**	**51%**

TRAINING & TECHNICAL ASSISTANCE					
PERSONNEL	-	-	-		
FRINGE BENEFITS	-	-	-		
TRAVEL	44,192	35,712	8,480	81%	19%
SUPPLIES	30,013	17,588	12,425	59%	41%
CONTRACTUAL	26,080	9,008	17,072	35%	65%
OTHER	212,393	96,734	115,659	46%	54%
INDIRECT	31,268	13,743	17,525	44%	56%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**343,946**	**172,785**	**171,161**	**50%**	**50%**

CARRYOVER					
PERSONNEL		-	-		
FRINGE BENEFITS		-	-		
SUPPLIES	-	-	-		
CONTRACTUAL	-	-	-		
CONSTRUCTION	-	-	-		
OTHER	-	-	-		
INDIRECT	-	-	-		
TOTAL CARRYOVER	**-**	**-**	**-**		

GRAND TOTAL EHS FEDERAL FUNDS	**19,137,286**	**9,346,398**	**9,790,888**	**49%**	**51%**

Budget reflects Notice of Award #09CH011132-05-01
Actual expenditures include posted expenditures and estimated adjustments through 09/30/2023


Early Head Start
Percent Expended Compared to Percent of Budget Period Elapsed
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
4%
11%
17%
28%
33%
44%
49%
Percent Expended
Percent of Budget Period Elapsed

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, 2023 through February 29, 2024
Report for period ending September **30, 2023** (Month 7 of 12)

Percent of budget period elapsed: 58.3%

LOCATION	Enroll-ment	March	April	May	June	July	Aug	Sep	YTD Totals	Kern/SJC	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	40	12,893	7,852	2,921	0	0	2,785	6,611	33,062	Kern	39,812	83%
Alicante	20	10,979	8,866	11,664	6,824	3,341	6,216	187	48,076	Kern	19,906	242%
Angela Martinez	60	8,111	9,756	13,679	11,828	8,755	9,410	9,036	70,574	Kern	59,718	118%
Broadway	40	5,844	8,572	3,952	0	0	580	4,239	23,187	Kern	39,812	58%
California City	20	3,962	3,239	1,327	0	0	0	193	8,721	Kern	19,906	44%
Cleo Foran	23	6,400	5,152	6,764	7,199	3,143	2,508	2,418	33,584	Kern	22,892	147%
Delano	76	21,579	21,523	10,293	0	0	7,807	15,038	76,239	Kern	75,643	101%
East California	52	6,966	7,633	16,447	10,427	6,476	8,440	8,880	65,269	Kern	51,756	126%
Fairfax	39	14,513	14,443	10,955	0	0	2,204	6,896	49,012	Kern	38,817	126%
Fairview	0	0	0	0	0	0	0	0	0	Kern	0	0%
Harvey L. Hall	140	15,666	14,424	13,787	14,253	11,611	13,291	11,729	94,761	Kern	139,343	68%
Heritage	20	6,419	4,447	2,392	0	0	702	2,819	16,778	Kern	19,906	84%
Home Base	126	13,671	16,943	8,815	7,531	6,051	7,389	2,343	62,742	Kern	62,704	100%
Lamont	20	6,800	7,113	3,715	0	0	3,913	7,017	28,559	Kern	19,906	143%
Martha J. Morgan	71	18,212	18,278	16,383	11,873	7,314	10,296	12,244	94,599	Kern	70,667	134%
McFarland	20	18,674	14,207	11,433	0	0	2,580	8,259	55,153	Kern	19,906	277%
Mojave	20	2,344	954	100	0	0	1,065	66	4,530	Kern	19,906	23%
Oasis	45	14,048	12,103	9,215	0	0	653	7,917	43,936	Kern	44,789	98%
Pete H. Parra	128	28,157	26,760	31,534	19,623	17,175	21,419	9,343	154,012	Kern	127,399	121%
Planz	0	0	0	0	0	0	0	0	0	Kern	0	0%
Primeros Pasos	76	16,591	28,746	32,941	27,910	14,522	18,334	23,701	162,746	Kern	75,643	215%
Rosamond	60	4,136	4,253	1,942	0	0	17	0	10,348	Kern	59,718	17%
San Diego	32	7,732	6,487	4,299	2,778	2,436	3,089	3,020	29,840	Kern	31,850	94%
Seibert	20	2,192	2,325	1,186	0	0	392	2,861	8,955	Kern	19,906	45%
Shafter	20	5,245	3,951	2,855	4,498	592	1,803	3,176	22,121	Kern	19,906	111%
Shafter HS/EHS	24	3,739	1,701	2,203	2,665	3,359	3,980	4,270	21,917	Kern	23,887	92%
Sterling	124	17,586	14,182	16,513	14,750	11,281	9,816	16,583	100,711	Kern	123,418	82%
Stockdale Head Start	60											
Sunrise Villa	20	2,987	4,203	1,784	0	0	656	2,918	12,549	Kern	19,906	63%
Taft	60	8,550	8,852	6,946	0	0	0	2,640	26,989	Kern	59,718	45%
Tehachapi	34	1,671	2,593	77	0	0	0	537	4,879	Kern	33,840	14%
Vineland	20	2,263	2,062	1,834	0	0	0	836	6,995	Kern	19,906	35%
Virginia	20	9,620	10,265	12,432	0	0	4,897	12,432	49,646	Kern	19,906	249%
Wesley	60	21,461	17,008	14,220	0	0	3,523	3,320	59,532	Kern	59,718	100%
Willow	40	10,607	9,946	6,779	0	0	2,919	5,013	35,263	Kern	39,812	89%
Administrative Services		0	0	0	0	0	0	0	0	Kern/SJC	0	0%
PC Planning		0	0	0	0	0	0	0	0	Kern/SJC	0	0%
PC By Laws		0	0	0	0	0	0	0	0			
Governance		451	363	369	0	39	144	23	1,389	Kern	15,000	9%
Program Services		13,559	8,991	6,436	9,702	7,588	5,146	7,283	58,706	Kern/SJC	74,265	79%
California Street	24	5,829	6,641	6,121	4,730	3,443	3,532	7,050	37,346	SJC	39,646	94%
Chrisman	16	4,794	4,540	2,987	946	0	0	0	13,267	SJC	26,431	50%
Gianone	0	0	0	0	0	0	682	494	1,176	SJC	0	0%
Kennedy	16	1,373	2,054	1,184	1,415	2,560	3,215	964	12,764	SJC	26,431	48%
Lodi Home Base	30	8,307	13,348	14,790	10,683	5,160	10,994	1,265	64,548	SJC	24,779	260%
Lodi UCC	30	6,058	6,624	5,855	5,632	5,928	6,682	45	36,824	SJC	49,558	74%
Manteca Home Base	11	7,143	5,740	6,477	3,909	4,286	5,816	1,622	34,993	SJC	9,086	385%
Marci Massei	24	1,924	2,680	2,838	2,834	3,187	3,315	673	17,451	SJC	39,646	44%
St. Mary's	24	4,791	3,369	3,162	6,348	3,404	6,003	7,227	34,305	SJC	39,646	87%
Stockton Home Base	78	9,353	11,386	11,847	12,647	7,203	13,315	8,415	74,165	SJC	64,425	115%
Tracy Home Base	12	6,099	4,634	4,532	3,758	0	0	0	19,023	SJC	9,912	192%
Walnut	24	3,586	3,040	3,039	4,162	5,123	4,572	3,559	27,082	SJC	39,646	68%
SUBTOTAL IN-KIND	**1,919**	**402,886**	**392,250**	**351,025**	**208,925**	**143,978**	**214,099**	**235,161**	**1,948,324**	**0**	**1,958,398**	**99%**
										x		
State General Child Care*		273,064	254,458	266,636	260,460	203,319	238,128	216,189	1,712,254	Kern	3,297,554	52%
State Preschool*		623,046	525,600	542,386	315,917	171,560	375,128	454,961	3,008,599	Kern	6,413,658	47%
State Migrant Child Care*		5,212	7,596	7,442	3,941	907	2,551	3,373	31,022	Kern	0	0%
SUBTOTAL CA DEPT of ED		**901,323**	**787,654**	**816,465**	**580,318**	**375,785**	**615,807**	**674,523**	**4,751,875**		**9,711,212**	**49%**
										x		
State General Child Care*		96,972	128,349	139,529	128,466	109,071	159,715	163,431	925,534	SJC	1,175,152	**79%**
SUBTOTAL CA DEPT of ED		**96,972**	**128,349**	**139,529**	**128,466**	**109,071**	**159,715**	**163,431**	**925,534**		**1,175,152**	**79%**
GRAND TOTAL		**1,401,181**	**1,308,253**	**1,307,019**	**917,709**	**628,834**	**989,621**	**1,073,115**	**7,625,733**		**12,844,762**	**59%**
									648,973			
									8,274,706			

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, 2023 through February 29, 2024
Report for period ending September 30, 2023 (Month 7 of 12)

Percent of year elapsed: 58.3%

LOCATION	FUNDED ENROLL-MENT	Mar 2023	Apr 2023	May 2023	June 2023	July 2023	Aug 2023	Sept 2023	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Angela Martinez	24	2,332	2,225	2,631	2,925	1,738	2,120	339	14,311	103,398	14%
Kern Community College District - BC	32	27,579	13,672	20,450	23,702	22,049	23,849	24,011	155,312	137,864	113%
KCSOS - Blanton	16	33,685	6,355	8,469	37,414	13,482	29,774	108,940	238,119	68,932	345%
Garden Pathways	11	0	166	0	0	0	0	0	166	47,391	0%
Taft College	42	49,928	44,682	45,507	38,442	18,116	23,296	21,039	241,010	180,947	133%
Escuelita Hernandez	16	57	0	0	0	0	0	0	57	68,932	0%
TBD	11	0	0	0	0	0	0	0	0	47,391	0%
Program Services		0	0	0	0	0	0	0	0		
Admin Services		0	0	0	0	0	0	0	0		
GRAND TOTAL	**152**	**113,580**	**67,100**	**77,056**	**102,484**	**55,385**	**79,039**	**153,990**	**648,973**	**654,854**	**99%**

Budget reflects Notice of Award #09CH011132-05-01

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT TRAVEL & CHILD CARE (6115)
2023-2024

HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2023	$ 1,350.00	$ -	$ -	$ 1,350.00	8%	0%
APRIL 2023	$ 1,350.00		$ -	$ 1,350.00	17%	0%
MAY 2023	$ 1,350.00		$ -	$ 1,350.00	25%	0%
JUNE 2023	$ 1,350.00		$ -	$ 1,350.00	33%	0%
JULY 2023	$ 1,350.00	$ -	$ -	$ 1,350.00	42%	0%
AUGUST 2023	$ 1,350.00		$ -	$ 1,350.00	50%	0%
SEPTEMBER 2023	$ 1,350.00		$ -	$ 1,350.00	58%	0%
OCTOBER 2023	$ 1,350.00		$ -	$ 1,350.00	67%	0%
NOVEMBER 2023	$ 1,350.00		$ -	$ 1,350.00	75%	0%
DECEMBER 2023	$ 1,350.00		$ -	$ 1,350.00	83%	0%
JANUARY 2024	$ 1,350.00		$ -	$ 1,350.00	92%	0%
FEBRUARY 2024	$ 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 2023	$ 500.00	$ -	$ -	$ 500.00	8%	0%
APRIL 2023	$ 500.00		$ -	$ 500.00	17%	0%
MAY 2023	$ 500.00		$ -	$ 500.00	25%	0%
JUNE 2023	$ 500.00		$ -	$ 500.00	33%	0%
JULY 2023	$ 500.00	$ -	$ -	$ 500.00	42%	0%
AUGUST 2023	$ 500.00		$ -	$ 500.00	50%	0%
SEPTEMBER 2023	$ 500.00		$ -	$ 500.00	58%	0%
OCTOBER 2023	$ 500.00		$ -	$ 500.00	67%	0%
NOVEMBER 2023	$ 500.00		$ -	$ 500.00	75%	0%
DECEMBER 2023	$ 500.00		$ -	$ 500.00	83%	0%
JANUARY 2024	$ 500.00		$ -	$ 500.00	92%	0%
FEBRUARY 2024	$ 500.00		$ -	$ 500.00	100%	0%

Prepared by: Louis Rodriquez
November 10, 2023

COMMUNITY ACTION PARTNERSHIP OF KERN
VIAJES DE LOS PADRES y CUIDADO DE NINOS
2023-2024

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 2023	$ 1,350.00	$ -	$ -	$ 1,350.00	8%	0%
ABRIL DEL 2023	$ 1,350.00	$ -	$ -	$ 1,350.00	17%	0%
MAYO DEL 2023	$ 1,350.00	$ -	$ -	$ 1,350.00	25%	0%
JUNIO DEL 2023	$ 1,350.00	$ -	$ -	$ 1,350.00	33%	0%
JULIO DEL 2023	$ 1,350.00	$ -	$ -	$ 1,350.00	42%	0%
AGOSTO DEL 2023	$ 1,350.00	$ -	$ -	$ 1,350.00	50%	0%
SEPTIEMBRE DEL 2023	$ 1,350.00	$ -	$ -	$ 1,350.00	58%	0%
OCTUBRE DEL 2023	$ 1,350.00	$ -	$ -	$ 1,350.00	67%	0%
NOVIEMBRE DEL 2023	$ 1,350.00	$ -	$ -	$ 1,350.00	75%	0%
DICIEMBRE DEL 2023	$ 1,350.00	$ -	$ -	$ 1,350.00	83%	0%
ENERO DEL 2024	$ 1,350.00	$ -	$ -	$ 1,350.00	92%	0%
FEBRERO DEL 2024	$ 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 2023	$ 500.00	$ -	$ -	$ 500.00	8%	0%
ABRIL DEL 2023	$ 500.00	$ -	$ -	$ 500.00	17%	0%
MAYO DEL 2023	$ 500.00	$ -	$ -	$ 500.00	25%	0%
JUNIO DEL 2023	$ 500.00	$ -	$ -	$ 500.00	33%	0%
JULIO DEL 2023	$ 500.00	$ -	$ -	$ 500.00	42%	0%
AGOSTO DEL 2023	$ 500.00	$ -	$ -	$ 500.00	50%	0%
SEPTIEMBRE DEL 2023	$ 500.00	$ -	$ -	$ 500.00	58%	0%
OCTUBRE DEL 2023	$ 500.00	$ -	$ -	$ 500.00	67%	0%
NOVIEMBRE DEL 2023	$ 500.00	$ -	$ -	$ 500.00	75%	0%
DICIEMBRE DEL 2023	$ 500.00	$ -	$ -	$ 500.00	83%	0%
ENERO DEL 2024	$ 500.00	$ -	$ -	$ 500.00	92%	0%
FEBRERO DEL 2024	$ 500.00	$ -	$ -	$ 500.00	100%	0%

10 de noviembre de 2023

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT ACTIVITIES (7175)
2023-2024

HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	8%	0%
APRIL 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	17%	0%
MAY 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	25%	0%
JUNE 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	33%	0%
JULY 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	42%	0%
AUGUST 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	50%	0%
SEPTEMBER 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	58%	0%
OCTOBER 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	67%	0%
NOVEMBER 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	75%	0%
DECEMBER 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	83%	0%
JANUARY 2024	$ 9,210.00	$ -	$ -	$ 9,210.00	92%	0%
FEBRUARY 2024	$ 9,210.00	$ -	$ -	$ 9,210.00	100%	0%

EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	8%	0%
APRIL 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	17%	0%
MAY 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	25%	0%
JUNE 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	33%	0%
JULY 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	42%	0%
AUGUST 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	50%	0%
SEPTEMBER 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	58%	0%
OCTOBER 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	67%	0%
NOVEMBER 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	75%	0%
DECEMBER 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	83%	0%
JANUARY 2024	$ 5,245.00	$ -	$ -	$ 5,245.00	92%	0%
FEBRUARY 2024	$ 5,245.00	$ -	$ -	$ 5,245.00	100%	0%

November 10, 2023

COMMUNITY ACTION PARTNERSHIP OF KERN
ACTIVIDADES DE LOS PADRES
2023-2024

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 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	8%	0%
ABRIL DEL 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	17%	0%
MAYO DEL 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	25%	0%
JUNIO DEL 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	33%	0%
JULIO DEL 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	13%	0%
AGOSTO DEL 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	25%	0%
SEPTIEMBRE DEL 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	38%	0%
OCTUBRE DEL 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	50%	0%
NOVIEMBRE DEL 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	63%	0%
DICIEMBRE DEL 2023	$ 9,210.00	$ -	$ -	$ 9,210.00	75%	0%
ENERO DEL 2024	$ 9,210.00	$ -	$ -	$ 9,210.00	88%	0%
FEBRERO DEL 2024	$ 9,210.00	$ -	$ -	$ 9,210.00	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 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	8%	0%
ABRIL DEL 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	17%	0%
MAYO DEL 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	25%	0%
JUNIO DEL 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	33%	0%
JULIO DEL 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	13%	0%
AGOSTO DEL 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	25%	0%
SEPTIEMBRE DEL 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	38%	0%
OCTUBRE DEL 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	50%	0%
NOVIEMBRE DEL 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	63%	0%
DICIEMBRE DEL 2023	$ 5,245.00	$ -	$ -	$ 5,245.00	75%	0%
ENERO DEL 2024	$ 5,245.00	$ -	$ -	$ 5,245.00	88%	0%
FEBRERO DEL 2024	$ 5,245.00	$ -	$ -	$ 5,245.00	100%	0%

10 de noviembre de 2023

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Head Start/State Child Development/Yolanda Gonzales	**Month/Year:** October 2023
Program/Work Unit: Head Start/Early Head Start	**Program Manager/Administrator:** Carol Hendricks/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 • 13 Classrooms Fully Closed	**1,242** 227	**824**	**66%**	**4%**	**5%** **4%**
Early Head Start • 14 Classrooms Fully Closed/ 1 Classroom Partially Closed	**829** 124	**602**	**73%**	**16%**	**8%** **6%**

Home Visiting Program	Cumulative Enrollment	Contract Enrollment Target
	260	**312**

Division Staffing = 701			
Currently Employed	Vacant Positions	Continuous Family Leave	Intermittent Family Leave
597	104	26	43

HIGHLIGHTS: 12 staff were onboarded and had 9 resignations. 7 days of interviews were conducted for 12 open requisitions.

Program Update & Compliance

The following events transpired in the month of September 2023:

- Staff participated in Loose Parts training.
- Early Childhood Educators (Educators), participated in professional development and were provided with two trainings. The Educators received Home Visiting Rating Scales Overview (HOVRS) training, and Home-Based Curriculum Overview training.
- Van Groningen and Sons Inc., a local farm in San Joaquin County, donated pumpkins for children and families.
- On October 13, 2023, staff in San Joaquin County participated in a Trunk or Treat event hosted by the San Joaquin Parks that yielded 29 interest slips for services.
- On October 26, 2023, a dental clinic was held for the families at the California St. center.
- On October 25, 2023, staff participated in the Halloweentown Trick or Treat Recruitment event at the MLK Community Center.

- On October 26, 2023, staff participated in the Fall Harvest Festival Recruitment event at the David Head Center.
- On October 28, 2023, staff participated in the Open-Door Network Carnival.
- Bakersfield College center had an unannounced licensing visit, and no findings were reported.
- Escuelita Hernandez and Blanton centers held fall harvest festivals for their families.

Central Kitchen October 2023				
Meals & Snacks	**Total # Prepared**	**Breakfast**	**Lunch**	**Snack**
Center Totals	**61,536**	23,480	18,334	19,498

CACFP

September 2023

Total Meals Delivered			**Meals Allocated**		**# of Meals Served**	**% of Meals Served**
Central Kitchen	Vendor Meals	Total Meals	CACFP/USDA	HS/EHS		
50,879	12,302	63,181	20,805	42,376	37,016	76%

Children's Mobile Immunization Program

Adventist Health

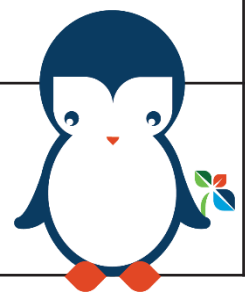
FIRST 5 KERN
Sponsored by First 5 Kern. Paid for by Proposition 10.

Lead Screening Supported by health net

NOVEMBER 2023

- 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 Albertson's 1520 Brundage Ln. (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	2 Walmart 6225 Colony St. (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	3	4
5	6 Food Maxx 4400 Ming Ave. (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	7 A.M. Thomas Middle School 20979 Lobos Ct. **LOST HILLS** 9:30 am—11:30 am 12:00 pm—2:00 pm	8 Kern County Dept. of Human Services 100 E. California Ave (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	9	10	11
12	13 Greenfield Family Resource Center 5400 Monitor Street (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	14	15 Adventist Health Bakersfield 2800 Chester Ave. (Parking Lot) 1:00 pm—3:00 pm 3:30 pm—6:00 pm	16	17	18
19	20 CLINIC CANCELLED	21 La Hacienda Market 315 James St. **SHAFTER** (Parking Lot) 9:30 am—11:30 am 12:00 pm—2:00 pm	22	23 OFFICE CLOSED	24	25
26	27	28	29 New Life Church 4201 Stine Road (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	30		



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

Please schedule an appointment if your child is over the age of 5. Walk-ins welcome for children 5 and under.

To view our clinic schedule online visit AdventistHealthBakersfield.org/Immunizations

Children's Mobile Immunization Program

Adventist Health

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

Análisis de plomo avalado por health net

NOVIEMBRE 2023

- 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 medi-ca
  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 condi-ciones del clima. Porfa-vor 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 Albertson's 1520 Brundage Ln. (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	2 Walmart 6225 Colony S.t (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	3	4
5	6 Food Maxx 4400 Ming Ave (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	7 A.M. Thomas Middle School 20979 Lobos Ct. **LOST HILLS** 9:30 am—11:30 am 12:00 pm—2:00 pm	8 Kern County Dept. of Human Services 100 E. California Ave (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	9	10	11
12	13 Greenfield Family Resource Center 5400 Monitor Street (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	14	15 Adventist Health Bakersfield 2800 Chester Ave. (Estacionamiento) 1:00 pm—3:00 pm 3:30 pm—6:00 pm	16	17	18
19	20 CLINICA CANCELADA	21 La Hacienda Market 315 James St. **SHAFTER** (Estacionamiento) 9:30 am—11:30 am 12:00 pm—2:00 pm	22	23 OFICINA CERRADA	24	25
26	27	28	29 New Life Church 4201 Stine Road (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	30		



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

Agenden cita para niños mayores de 5 años. Niños de 5 y menores se acceptaran el mismo dia sin cita.

Para ver la programacion de clinicas visite la pagina AdventistHealthBakersfield.org/Immunizations



DR. KIRK

ANNUAL PARENT TRAINING CALENDAR

2023-2024 SCHEDULE

~~**OCTOBER 16, 2023**~~

~~**NOVEMBER 13, 2023**~~

DECEMBER 11, 2023

JANUARY 24, 2024

FEBRUARY 12, 2024

MARCH 18, 2024

APRIL 15, 2024

MAY 13, 2024

TRAININGS ARE ON MONDAYS

AND WILL BE HELD ON ZOOM

TIME: 3:00 P.M – 4:00 P.M

Save The Date



Head Start Health Advisory Committee Meeting

December 14, 2023
12:00-1:30pm
Location: TBD

SAVE THE DATE

Head Start
A Program of CAPK

FIRST ANNUAL 2024 FAMILY ENGAGEMENT/ FATHERHOOD CONFERENCE

SATURDAY, JANUARY 20, 2024

TIME: 9:00 AM - 1:00 PM

HODEL'S - LIBERTY HALL
5917 Knudsen Dr. Bakersfield, CA 93308

Use QR Code for Early Access R.S.V.P.



About the Annual Conference

We are happy to announce our return to the in-person Annual Conference after navigating the virtual landscape since 2020. The Head Start California Annual Conference will be bringing you innovative training, crucial updates from speakers across the early childhood education field, and an unparalleled networking opportunity with others from across the state. The Annual Conference is a wealth of information, inspiration, and connection.

HSC's Parent & Family Engagement Conference offers comprehensive training for Head Start parents and the staff involved in working with and supporting families. The conference will encompass the latest content and valuable resources, delivering content in both English and Spanish.

The Head Start California's Parent & Family Engagement Conference will be held on February 26-27, 2024 at the Hilton in Long Beach, California.

It is important to note that the travel departure date for the HSC conference will be on Sunday, February 25, 2023.



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

How to Help Your Child Manage Time and Understand Expectations

Brooke Brogle, Alyson Jiron & Jill Giacomini



Time is an unclear measure for children. It is very common for a parent to feel frustrated with a child when he has not done what he was asked to do (e.g., pick up toys, put on shoes, finish snack) even after he has been given a five-minute warning. However, it is important for parents to know that there is little difference between five minutes and an hour to young children because of the way they experience time. Children live in the moment and the future is difficult for them to measure. When parents use time (rather than events such as "when I get to the top of the stairs") to communicate what they expect the child to do, it can lead to the child feeling confused and frustrated, and ultimately, the child expressing his emotions through a tantrum.

Timers, particularly sand timers, are excellent tools parents can use to help young children measure time and understand expectations. Children can see the sand timer, turn it over and watch the sand fall to the bottom. There is a clear beginning, middle and end which gives children a way to predict and understand what will happen when the sand runs out. Sand timers empower children and help them to feel that they are a part of the process rather than simply being told what to do. Sand timers also give parents an opportunity to encourage and compliment their child when he is moved to action to "beat the clock"—a much more enjoyable and effective activity than nagging.

Try This at Home

- The skills needed to share, trade and take turns can be taught using sand timers. For more information on how to teach the skills of sharing, trading and taking turns, check out those topics in the Backpack Connection Series at www.challengingbehavior.org.
  - **Taking Turns:** "I see that Tony is playing with the puppets right now. When this three-minute timer is done, it will be your turn."
  - **Trading:** "You are having so much fun playing with your train. When the timer is done, you and Austin can trade. He will give you his car and you can give him your train."
  - **Sharing:** "You and Ben are both playing in the sand. There is only one shovel and two boys. You have the bucket and Ben has the shovel. First Ben can shovel the sand into the bucket and when this timer is done, you can shovel the sand into the bucket. That is a great way to share the sand toys!"
- Sand timers can help with *transitions*, or children moving from one activity to another. "I see you are happy playing with your Legos. It is time to go to school. Would you like to put your shoes on now or in one minute?" After you say this, simply flip over the sand timer and you may be surprised how your child is able to make the transition on his own.
- Sand timers can help move an activity along (e.g. clean up time). "I wonder if you can put all your trains into the box in three minutes."
- Sand timers can help YOU stay on track too. "I would be happy to get down your puzzles. I am on the phone and will do it in five minutes." This clear boundary teaches children exactly what to expect and can reduce whining and repeated asking.
- Sand timers can also help at dinner time. "We all sit together as a family at dinner time. You can get up when the timer is done."

Practice at School

Sand timers are used at school to help children learn how to take turns and solve problems. Sand timers are also used to let children know how long an activity will take or to let them know that they will be transitioning to a new activity soon. Sand timers allow children to manage time tasks without help from an adult and give them the ability to retain control over a situation because they can watch the sand falling and see that time is almost up. Sand timers are also used in classrooms to offer choice. For example, a teacher might ask, "Would you like to do that in one minute, or two?"

The Bottom Line

Time is a difficult concept for young children to grasp. Sand timers give children something they can see and touch to help them measure time. When sand timers are used to help children understand expectations, take turns and transition to new activities, they can reduce the frequency of challenging behavior, encourage children to participate in tasks and even do things by themselves. Parents benefit from sand timers as well because the timer reduces or eliminates the need for the child to be constantly reminded and monitored. Additionally, sand timers can offer more opportunities for parents to compliment and congratulate their child.

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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.

USF 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

Cómo ayudar a su hijo a manejar el tiempo y comprender las expectativas

Brooke Brogle, Alyson Jiron y Jill Giacomini



El tiempo es una medida no muy clara para los niños. Es muy común para los padres el sentirse frustrados cuando su hijo no ha hecho lo que se le pidió (e.g. recoger los juguetes, ponerse los zapatos, acabarse un bocadillo) aún después de que se le dio un aviso de 5 minutos. No obstante, es importante que los padres sepan que para los niños hay muy poca diferencia entre 5 minutos y una hora debido a la manera en que ellos experimentan el tiempo. Los niños viven en el momento y es difícil para ellos medir el futuro. Cuando los padres utilizan el tiempo (en vez de eventos tales como "cuando llegue al último escalón") para comunicar lo que esperan que hagan sus hijos, puede conllevar a que su hijo se sienta confundido y frustrado, y finalmente, que el niño exprese sus emociones a través de rabietas.

Los cronómetros, en particular los relojes de arena, son herramientas excelentes que los padres pueden utilizar para ayudar a sus hijos a medir el tiempo y comprender las expectativas. Los niños pueden ver el reloj de arena, voltearlo y ver la arena caer al fondo. Existe un inicio, intermedio y final claro lo que les otorga a los niños una manera de predecir y comprender lo que pasará cuando la arena se termine. Los relojes de arena le dan poder a los niños y les ayuda a sentir que forman parte del proceso en vez de que simplemente se les diga que hacer. Los relojes de arena también les brindan a los padres una oportunidad para incentivar y elogiar a sus hijos cuando éstos entran en acción para "ganarle al reloj"— una actividad mucho más agradable y efectiva que el fastidiar.

Pruebe esto en casa

- Las aptitudes necesarias para compartir, cambiar y tomar turnos pueden ser enseñadas utilizando un reloj de arena. Para más información sobre cómo enseñar las aptitudes de compartir, cambiar y tomar turnos, revise esos temas en la Serie de Conexión Mochila en *www.challengingbehavior.org*.
  - » **Tomando Turnos:** "Veo que Tony está jugando con las marionetas en este momento. Cuando termine este cronometro de 3 minutos, te tocará a ti."
  - » **Cambiando:** "Te estás divirtiendo tanto jugando con tu tren. Cuando se termine el cronometro, Juanito puede cambiar. Él te dará su carro y tú puedes darle tu tren."
  - » **Compartir:** "Tanto tú y Ben están jugando en la arena. Hay solamente una pala y dos niños. Tú tienes la cubeta y Ben tiene la pala. Primero Ben palea arena hacia la cubeta y cuando su tiempo se acabe, tú podrás palear arena hacia la cubeta. ¡Esa es una gran manera de compartir los juguetes de la arena!
- Los relojes de arena pueden ayudar con las transiciones, o el cambio de los niños de una actividad a otra, "Veo que estás feliz jugando con tus Legos. Es hora de ir a la escuela. ¿Te gustaría ponerte los zapatos ahora o dentro de un minuto?" Después de decir esto, simplemente voltee el reloj de arena y se sorprenderá de como su niño es capaz de hacer la transición por sí solo.
- Los relojes de arena pueden ayudar a que se desenvuelva una actividad (e.g. hora de recoger). "Me pregunto si podrás colocar todos tus trenes en la caja en tres minutos."
- Los relojes de arena también le pueden ayudar a USTED a mantener su rumbo. "Me encantaría bajarle los rompecabezas. Estoy en el teléfono pero lo haré en cinco minutos." Este límite específico le enseña a los niños exactamente qué esperar.

Practique en la escuela

Los relojes de arena son utilizados en la escuela para ayudar a los niños a que aprendan cómo tomar turnos y resolver problemas. Los relojes de arena también son utilizados para hacerle saber a los niños cuánto durará una actividad o para hacerles saber que pronto harán una transición para hacer algo nuevo. Los relojes de arena les permite a los niños manejar las tareas de tiempo sin la ayuda de un adulto y les da la capacidad de retener el control sobre la situación debido a que pueden ver la arena caer y ver que el tiempo casi se agota. Los relojes de arena también se utilizan en las aulas para ofrecer elecciones. Por ejemplo, una maestra puede preguntar, "¿Te gustaría hacer eso en un minuto o dos?"

La conclusión

El tiempo es un concepto difícil de comprender para los niños. Los relojes de arena les brindan algo que pueden ver y tocar los niños que les ayuda a medir el tiempo. Cuando los relojes de arena son utilizados para ayudarles a los niños a comprender las expectativas, a tomar turnos, hacer la transición a actividades nuevas, éstos pueden reducir la frecuencia del comportamiento desafiante, incentivar a los niños a que participen en las tareas e incluso hacer cosas por sí solos. Los padres se benefician de los relojes de arena por igual debido a que el reloj de arena reduce o elimina la necesidad de que se les esté recordando o monitoreando constantemente. Además, los relojes de arena pueden ofrecer más oportunidades para que los padres elogien y feliciten a su hijo.

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, U.S. Department of Education

TIPS for parents of Preschoolers

Read early and read often. The early years are critical to developing a lifelong love of reading. It's never too early to begin reading to your child! The tips below offer some fun ways you can help your child become a happy and confident reader. Try a new tip each week. See what works best for your child.

- **Read together every day.**
  Read to your child every day. Make this a warm and loving time when the two of you can cuddle close.
- **Give everything a name.**
  Build your child's vocabulary by talking about interesting words and objects. For example, "Look at that airplane! Those are the wings of the plane. Why do you think they are called wings?"
- **Say how much you enjoy reading.**
  Tell your child how much you enjoy reading with him or her. Talk about "story time" as the favorite part of your day.
- **Read with fun in your voice.**
  Read to your child with humor and expression. Use different voices. Ham it up!
- **Know when to stop.**
  Put the book away for awhile if your child loses interest or is having trouble paying attention.
- **Be interactive.**
  Discuss what's happening in the book, point out things on the page, and ask questions.
- **Read it again and again.**
  Go ahead and read your child's favorite book for the 100th time!
- **Talk about writing, too.**
  Mention to your child how we read from left to right and how words are separated by spaces.
- **Point out print everywhere.**
  Talk about the written words you see in the world around you. Ask your child to find a new word on each outing.
- **Get your child evaluated.**
  Please be sure to see your child's pediatrician or teacher as soon as possible if you have concerns about your child's language development, hearing, or sight.

*Visit **www.ReadingRockets.org** for more information on how you can launch a child into a bright future through reading.*

Reading Rockets is a project of public television station WETA, and is funded by the U.S. Department of Education, Office of Special Education Programs.

CONSEJOS para padres | de niños en preescolar/pre-kindergarten

Léales desde temprana edad y frecuentemente. Los primeros años son críticos para desarrollar un amor a la lectura para toda la vida. ¡Nunca es demasiado pronto para comenzar a leerle a su hijo o hija! Los siguientes consejos le ofrecen maneras divertidas para ayudar a que sus hijos se conviertan en lectores seguros y contentos. Intente diferentes consejos cada semana y vea cuales funcionan mejor.

- **Lean juntos todos los días**

  Lea con su hijo todos los días. Haga que este tiempo esté lleno de amor y cariño donde puedan abrazarse.

- **Póngale nombres a todo**

  Incremente el vocabulario de su hijo al hablar de palabras y objetos interesantes. Por ejemplo: "¡Mira ese avión! Esas son las alas del avión. ¿Por qué crees que se llaman alas?"

- **Dígales cuánto disfruta leer**

  Dígale a su hijo o hija lo mucho que disfruta leer con él o con ella. Haga de "la hora cuenta cuentos" la hora favorita de su día.

- **Lea con una voz amena**

  Léale a su hijo con expresión y humor. Use diferentes voces al leer. ¡Hágalo más divertido!

- **Sepa cuando parar**

  Guarde el libro por un tiempo si ve que su hijo pierde el interés o si le cuesta trabajo poner atención.

- **Sea interactivo**

  Discuta lo que esta pasando en el libro, señale cosas que suceden en la página y haga preguntas al respecto.

- **Lea una y otra vez**

  ¡Adelante, léale a su hijo su cuento favorito 100 veces!

- **También hable sobre la escritura**

  Explíquele a su hijo cómo leemos de izquierda a derecha y porqué las palabras se separan por espacios.

- **Señale cosas escritas a su alrededor**

  Hable acerca de las palabras escritas que haya en su entorno. Pídale a su hijo que encuentre palabras diferentes en cada paseo o salida que hagan.

- **Lleve a su hijo a que lo evalúen**

  Asegúrese de evaluar a su hijo lo antes posible por su pediatra o maestro si tiene dudas acerca del desarrollo del lenguaje, oído o vista de sus hijos.

www.ColorinColorado.org

Información práctica, actividades, y asesoría sobre la lectura ¡en español!

LET'S TALK TURKEY

Unsafe handling and under-cooking your holiday bird can cause foodborne illnesses. Here are a few tips from the USDA to keep your Thanksgiving safe and delicious!

Types of turkeys regulated by the USDA:



*For more information about each type of turkey, visit fsis.usda.gov.

3 WAYS TO THAW

While frozen, a turkey is safe indefinitely. As soon as it begins to thaw, bacteria that may have been present before freezing will begin to grow again. Here are three ways to safely thaw your bird:

Refrigerator:

Safe to store the turkey for another 1 – 2 days in the refrigerator.

This is the USDA recommended thawing method.

How to thaw:
Allow approximately 24 hrs. for every 4-5lbs of bird.

Cold water:

Cook immediately after thawing.

How to thaw:
Submerge the bird in cold water & change every 30 mins.

Microwave:

Cook immediately after thawing.

How to thaw:
Use defrost function based on weight

For more information on safe thawing methods, visit fsis.usda.gov

DID YOU KNOW?

It's safe to cook a frozen turkey though cooking time will be 50% longer!

Clean

Wash your hands for 20 seconds with soap and warm water.

Utensils
Plates
Countertops
Cutting boards
SHOULD ALSO BE WASHED

Bacteria, which can be present inside and outside a turkey, can't be washed off the bird! Cooking is the only way to destroy this potentially dangerous bacteria.

SO DON'T WASH YOUR TURKEY!!

SEPARATE

Separate raw turkey from fresh food, and use separate cutting boards, plates, and utensils.

Keep dishes that touch raw food separate, too!

Wash items that touch raw meat with soap and warm water.

COOK

Your bird is not safe until it reaches 165 °F — you cannot tell by the color.

Remember to ensure any stuffing cooked with the bird reaches 165 °F, too!

Use three places to check the temperature.

- Thickest part of breast
- Innermost part of wing
- Innermost part of thigh

When turkey is removed from the oven, let it stand 20 minutes before carving to allow juices to settle.

CHILL

Take your time around the dinner table, but refrigerate leftovers within 2 hours!

Safe in fridge 3-4 days

Safe frozen, but use within 2-6 months for best quality.

Sun Mon Tue Wed Thur Fri Sat

Last day Thanksgiving leftovers are safe from the fridge.

Leftover turkey should be cut into smaller pieces, and store items separately in smaller containers.

Be sure to pack leftovers in a cooler if traveling.

Reheat thoroughly to a temperature of 165 °F.

Remember, bacteria that cause foodborne illnesses can't be smelled or tasted!

FOR MORE INFORMATION:

Visit foodsafety.gov

If you have a specific question, call the USDA Meat and Poultry Hotline at 1-888-MPHOTLINE or visit AskKaren.gov. Visit PreguntaleaKaren.gov for questions in Spanish.

USDA

Ad Council

Scan this code with your phone for more info!

Head Start
A Program of *CAPK*

Your child's education is our priority!

Community Action Partnership of Kern's Head Start program 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.

Rest assured that Head Start has put together a portfolio of robust safety features to reduce the risk of COVID-19 transmission while children attend our site locations.







There are various program options that can best fit your family's needs:

Head Start
- Full Year/Part Year Options
- Full Day/Part Day in class

Early Head Start
- Home Based
- Pregnant Women
  Full Day in Class

Partnerships
- Partnerships with community day care providers
- Full-day classes

To complete an application, you will need:
- Birth certificate or any legal document showing child's age
- Immunization's record
- Proof of family income - last 12 months
- Proof of address
- Proof of pregnancy
  (if applying for Pregnant Women's Program)

capk
Community Action Partnership of Kern

Our Head Start Students 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

www.capk.org/headstart

¡Escanea este código con tu teléfono para obtener más información!

Head Start
Un Programa de *CAPK*

La educación de su hijo(a) es nuestra prioridad.

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.

Tenga la seguridad de que Head Start ha reunido una serie de sólidos elementos de seguridad para reducir el riesgo de transmisión de COVID-19 mientras los niños asisten a nuestros centros.







Hay varias opciones de programas que pueden adaptarse mejor en las necesidades de su familia:

Head Start
- Opciones de año completo/año parcial
- Clases de tiempo completo y medio tiempo

Early Head Start
- Servicios a domicilio
- Mujeres embarazadas
- Día completo en clase

Asociaciones
- Asociaciones con proveedores de guarderías comunitarias
- Día completo en clase

Para completar una solicitud, necesitará:
- Acta de nacimiento o cualquier documento legal que demuestre la edad del niño
- Registro de vacunas
- Comprobante de ingresos familiares–últimos 12 meses
- Comprobante de domicilio
- Prueba de embarazo (Si solicita el programa para mujeres embarazadas)

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Community Action Partnership *of* Kern

Nuestros alumnos de Head Start reciben:

- Aprendizaje de alta calidad y adecuado a la edad, orecido por profesores acreditados
- Examenes médicos y dentales gratuitos, comidas y meriendas saludables
- Un ambiente interior y exterior seguro para explorar, descubrir, y aprender

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

1-800-701-7060

www.capk.org/headstart

Early Head Start
A Program of CAPK

Your child's education is our priority!

Community Action Partnership of Kern's Early Head Start Program in San Joaquin County is a no cost program for eligibile children 0 to 3 years old and pregnant women. Our program is inclusive of all families including children experiencing homelessness, in the foster care system, as well as children with disabilities and other special needs.

CAPK has in place a variety of safety features to reduce the risk of transmitting infectious diseases including COVID-19, RSV, etc.







There are various program options that can best fit your family's needs:

Early Head Start

- Home Based
- Pregnant Women
- Full Day in Class

To complete an application, you will need:

- Birth certificate or any legal document showing child's age
- Immunization's record
- Proof of family income - last 12 months
- Proof of address
- Proof of pregnancy (if applying for Pregnant Women's Program)

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Give your child the opportunity for a good start at Early Head Start!

APPLY NOW by scanning this!

(209) 242-9540

www.capk.org/headstart/

CAPK Early Head Start Children Receive:

- High-quality, age-appropriate learning from qualified and responsive teaching staff.
- Screening, assessments, healthy meals, and snacks.
- A safe indoor and outdoor setting to explore, discover and learn.

Early Head Start
A Program of CAPK

La educación de su hijo(a) es nuestra prioridad.

CAPK Early Head Start en el condado de San Joaquín es un programa sin costo para las familias elegibles. Ofrecemos servicios a niños de 0 a 3 años y mujeres embarazadas. Nuestro programa incluye a todas las familias, incluidos los niños sin hogar, niños en hogares de acogida y los niños con discapacidades.

CAPK cuenta con una serie de dispositivos de seguridad para reducir el riesgo de transmisión de enfermedades infecciosas como COVID-19, RSV, etc.







Hay varias opciones de programas que pueden adaptarse mejor en las necesidades de su familia:

Early Head Start
- Servicios a domicilio
- Mujeres embarazadas
- Día completo en clase

Para completar una solicitud, necesitará:
- Acta de nacimiento o cualquier documento legal que demuestre la edad del niño
- Registro de vacunas
- Comprobante de ingresos familiares–últimos 12 meses
- Comprobante de domicilio
- Prueba de embarazo
  (Si solicita el programa para mujeres embarazadas)

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Community Action Partnership of Kern

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

¡APLICA AHORA escaneando esto!

(209) 242-9540

www.capk.org/headstart/

Los Niños de CAPK Early Head Start Reciben:
- Aprendizaje de alta calidad y adecuado a la edad del niño con personal calificado y atento.
- Exámenes, evaluaciones, comidas y aperitivos saludables.
- Un ambiente interior y exterior seguro para explorar, descubrir y aprender.

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.

Community Action Partnership of Kern
Policy Council Executive Officer Roles & Responsibilities Overview

1. **Chairperson**
   The Chairperson shall preside at all meetings of the Policy Council following **Robert's Rules of Order**, and the **Ralph M. Brown Act** as a best practice.
   - **a.** Conduct all meetings of the Policy Council.
   - **b.** Review of the agenda with the Program Governance Coordinator.
   - **c.** Refrain from debates during the Policy Council meeting.
   - **d.** Call the meeting to order on time, follow the agenda and be able to clarify the business at hand at all times.
   - **e.** Will explain each motion as needed.
   - **f.** May vote **only** to break a tie.

2. **Vice-Chairperson**
   - **a.** The Vice-Chairperson will be the **Chairperson of the Planning Committee**.
   - **b.** The Vice-Chairperson shall act in the absence of the Chairperson or whenever the Chairperson temporarily vacates or steps down from their position.

3. **Secretary**
   - **a.** The Secretary will be the **Chairperson of the School Readiness Committee**.
   - **b.** Will call roll and maintain a record of members' attendance at Policy Council meetings.
   - **c.** Will conduct a verbal vote on all action items when in a virtual setting.
   - **d.** In collaboration with staff, Policy Council recorder may be asked to assist with the final documentation of minutes and motions, if needed.
   - **e.** Ensure that Policy Council members sign in and/or are accounted for when attending meetings.

4. **Treasurer**
   - **a.** The Treasurer will be the **Chairperson of the Budget & Finance Committee**.
   - **b.** Ensure a Parent Activity Fund report and all required financial documents are distributed to the Policy Council monthly.

5. **Parliamentarian**
   - **a.** The Parliamentarian will be the **Chairperson of the Bylaws Committee**.
   - **b.** Shall be able to define the Policy Council Bylaws and advise the Council on such, as necessary.
   - **c.** Shall be aware of the format desired by the Chairperson at meetings and assist in keeping within that format.
   - **d.** Assist in preserving order during Policy Council meetings and as may be directed by the Chairperson.

All Executive Board Officers as noted above will be responsible for providing a verbal summary report to the council about their respective subcommittee meetings.

Community Action Partnership of Kern
Functions of the Policy Council Sub-Committees

Budget and Finance Committee- Meets once a month ~ 7 Members

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

Work with key Governing Board, Head Start/Early Head Start and/or General Child Care management staff in developing/reviewing the following for recommendation to the policy council for approval/disapproval:

1. 1301.3 (c)(1) is referring to section 642 (D)(iii) as specified in the Head Start Act. Applications for funding and amendments to applications for funding for programs under this subchapter, prior to submission of applications described in this clause.
2. 1301.3 (e) A program must enable low-income members to participate fully in their policy council responsibilities by providing, if necessary, reimbursements for reasonable expenses incurred by the low-income members.

Planning Committee- Meets once a month ~ 7 Members

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

Work with the Program, Design and Management Administrator, Administration Staff, Policy Council and Governing Board to ensure that members are aware of established agency time frames and procedures for program planning.

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

1. (i) Activities to support the active involvement of parents in supporting program operations, including policies to ensure that the Head Start agency is responsive to community and parent needs.
2. (ii) Program recruitment, selection, and enrollment priorities.

School Readiness Committee- Meets 5 times per term or as needed ~ 5 Members

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

The School Readiness Committee will work with the staff sponsor to review current School Readiness goals based on most recent Desired Results data collected during annual assessment timeframes.

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

Bylaws Committee- Meets 4 times per term or as needed,~ 5 Members

The Parliamentarian will chair the Bylaws Committee Meeting. The Bylaws committee shall review and recommend changes to the Bylaws. The committee will interpret the Bylaws when questions arise. This committee is also responsible for making sure that amendments are rewritten into the Bylaws on an *Annual basis.*

1. 1301.3(c)(1) Policy council is responsible for activities specified at section 642 (D)(v) of the Head Start Act, as amended.

Function of the Board of Directors Representative- Meets the last Wednesday every month at 12:00 p.m.

Policy council members will be given the opportunity to nominate and vote for one representative of the policy council to be seated on the Board of Directors.

1. The elected policy council member will need to be available to attend **all** monthly Board of Director's meetings to represent the Head Start program.
2. The elected member will meet with the Program Governance Coordinator 5 days prior to the board meeting to review and prepare for verbal report provided to the board.

**Subcommittee meetings will begin in January 2024*

PROPOSED 2023-2024
Head Start Policy Council
Meeting Dates

At this time all meetings will be held via teleconference on Microsoft Teams. Members of the public may join via teleconference with specific information found in the monthly Policy Council packet posted on the CAPK website at www.capk.org/documents/

En este momento todas las reuniones se llevarán a cabo por teleconferencia en Microsoft Teams. Los miembros del público pueden unirse a través de una teleconferencia con información especifica que se encontrar en el paquete de reuniones mensuale del Consejo de Políticas publicado en el sitio web de CAPK en www.capk.org/documents/

Tuesday, November 28, 2023
Tuesday, December 19, 2023*
Tuesday, January 23, 2024
Tuesday, February 20, 2024**
Tuesday, March 26, 2024
Tuesday, April 23, 2024
Tuesday, May 28, 2024
Tuesday, June 25, 2024
Tuesday, August 27, 2024
Tuesday, September 24, 2024
Tuesday, October 22, 2024

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.

**The February meeting will be held one week earlier to support potential additional leadership opportunities.

Policy Council Approved:

BOARD OF DIRECTORS

2024 BOARD & STANDING COMMITTEE MEETING CALENDAR

MONTH	PERSONNEL COMMITTEE	PRE COMMITTEE	B & F COMMITTEE	AUDIT & PENSION COMMITTEE	EXECUTIVE COMMITTEE	BOARD MEETINGS
January	1/10	1/17	1/24	1/25		1/31
February	2/7	2/14	2/21			2/28
March	3/6	3/13	3/20			3/27
April	4/3	4/10	4/17	4/18		4/24
May	5/8	5/15	5/22			5/29
June	6/5	6/12	6/18			6/26
July					7/17	
August	8/6	8/7	8/13	8/14		8/21
September	9/4	9/11	9/18			9/25
October	10/9	10/16	10/23			10/30
November	11/5	11/6	11/12	11/13		11/20
December					12/11	

- Board of Director Meetings and Committee Meetings are generally held at the Community Action Partnership or Kern Administrative Building, located at 1300 18th Street, Bakersfield, CA, or in some cases, remotely during a declared emergency or other circumstances. Advance notice will be provided in the event of a change in meeting location.
- Community Action Partnership of Kern follows the meeting guidelines of the Ralph M. Brown Act. All meetings are open to the public.

Notes:

- The June Budget & Finance Committee meeting will be held on Tuesday, June 18 due to the Juneteenth holiday on Wednesday, June 19.
- For the August Committee meetings, there are 2 Committee meetings per week for the first two weeks with the Board meeting on August 21, 2024, due to the NCAP Annual Convention the last week of August.
- For the November Committee meetings, there are 2 Committee meetings per week for the first two weeks, with the Board meeting on November 20, 2024, one week prior to the Thanksgiving holiday.
- No Standing Committee or Board meetings are scheduled in July & December. All items will be heard by the Executive Committee.

Approved: _____

2023- 2024 Policy Council Planning Committee
PROPOSED Monthly Meeting Schedule

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

Tuesday, January 2, 2024
Tuesday, February 6, 2024
Tuesday, March 5, 2024
Tuesday, April 2, 2024
Tuesday, May 7, 2024
Tuesday, June 4, 2024
Tuesday, August 6, 2024
Tuesday, September 3, 2024
Tuesday, October 1, 2024

***Meeting dates subject to change, upon agreement of the committee**

Approved:

DRAFT

Policy Council
BUDGET & FINANCE COMMITTEE
PROPOSED 2023 – 2024 Meeting Dates

Committee meetings will be conducted through Microsoft Teams and will begin at 5:30 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 16, 2024
Tuesday, February 20, 2024
Tuesday, March 19, 2024
Tuesday, April 16, 2024
Tuesday, May 21, 2024
Tuesday, June 18, 2024
Tuesday, August 20, 2024
Tuesday, September 17, 2024
Tuesday, October 15, 2024



Approved:

DRAFT

Policy Council
BYLAWS COMMITTEE
PROPOSED
2023 - 2024 Meeting Dates

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

Tuesday, February 13, 2024
Tuesday, April 9, 2024
Tuesday, June 11, 2024
Tuesday, August 13, 2024

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



Approved:

DRAFT

Policy Council
SCHOOL READINESS COMMITTEE
2022 – 2023
PROPOSED Meeting Dates

All meetings will be held on 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 8, 2024
Thursday, March 14, 2024
Thursday, April 11, 2024
Thursday, May 9, 2024
Thursday, June 13, 2024

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



Approved:

DRAFT