Head Start
A Program of CAPK

Community Action Partnership of Kern Head Start/State Child Development

POLICY COUNCIL MEETING PACKET

August 26, 2025

POLICY COUNCIL
STANDING COMMITTEES
August 2025

EXECUTIVE COMMITTEE

Chairperson: Ruby Cruz
Vice Chairperson: Christopher Cuzul
Secretary: Jennifer Wilson
Treasurer: Gabriela Rangel
Parliamentarian: Dominique Bassi

STANDING COMMITTEE MEMBERS

<u>Board of Directors:</u> *Vacant*

<u>BYLAWS</u>
Chairperson: Dominique Bassi

1. Liliana Juarez
2.
3.
4.
5.
6.

<u>PLANNING</u>
Chairperson: Christopher Cuzul

1. Gabriela Rangel
2. Maria Worthy
3. Michelle Jara-Rangel
4. Rene Williams
5.
6.

<u>SCHOOL READINESS</u>
Chairperson: Jennifer Wilson

1. Alejandra Verduzco
2. Ashley Trent
3. Kaylonie Howard
4. Ian Anderson

<u>BUDGET & FINANCE</u>
Chairperson: Gabriela Rangel

1. Rene Williams
2. Ruby Cruz
3. Paula De La Riva
4.
5.
6.

Policy Council Attendance 2024 - 2025

LEGEND:	
Attended	X
Did Not Attend	ABS
Attended Another CAPK Function	(hatched)
Meeting Not Held	(gray)
Membership Dismissed	(black)
Absent Due to Weather Conditions	(yellow)
Resigned	R
Special Call Meeting	SC
Executive Committee Meeting	EC
Not Yet Elected to Policy Council	(hatched)

#	REGION 1	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	June 2025	July 2025	Aug 2025	Sept 2025	Oct 2025
1	Jennifer Wilson - Pete Parra	X	X	X	X	X	X	X	ABS	SP EC			
2	Margarita Vargas - Pete Parra							ABS	ABS		R		
3	Vacancy												
4	Vacancy												

#	REGION 2	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	June 2025	July 2025	Aug 2025	Sept 2025	Oct 2025
1	Christopher Cuzul - Alberta Dillard	X	X	X	X	X	X	X	X	SP EC			
2	Ruby Cruz - Alberta Dillard	X	X	X	X	X	X	X	X	SP EC			
3	Maria Worthy - Alicante	X	X	X	X	X	X	X	X				
4	Fatima Echeverria - Angela Martinez	X	ABS	X	X	ABS	X	ABS	X		(black)		

#	REGION 3	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	June 2025	July 2025	Aug 2025	Sept 2025	Oct 2025
1	Alejandra Verduzco - Primeros Pasos	X	X	X	X	X	X	X	X				
2	Kaylonie Howard - Sterling	X	X	X	X	X	X	X	X				
3	Liliana Juarez - San Diego							X	X				
4	Vacancy												

#	REGION 4	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	June 2025	July 2025	Aug 2025	Sept 2025	Oct 2025
1	Ashley Trent - California City	X	X	X	X	X	X	X	ABS				
2	Gabriela Rangel - California City	X	X	X	X	ABS	X	X	X	SP EC			
3	Rene Williams - Harvey Hall	X	X	X	X	X	X	X	X				
4	Dominique Bassi - Heritage	X	X	X	X	X	X	X	ABS	ABS			

#	REGION 5 - Home Base	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	June 2025	July 2025	Aug 2025	Sept 2025	Oct 2025
1	Nallely Leon Delgado - A. Johnson	ABS	X	X	X	X	ABS	(black)	(black)		(black)		
2	Vacancy												

#	REGION 5 - Partnership	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	June 2025	July 2025	Aug 2025	Sept 2025	Oct 2025
1	Henrietta Roberta Castro - Blanton	X	X	X	X	ABS	ABS	ABS	X		R		

#	REGION 6 - San Joaquin	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	June 2025	July 2025	Aug 2025	Sept 2025	Oct 2025
1	Michelle Zazueta - California Street	ABS	X	X	ABS	R	R	R	R		R		
2	Vacancy												

#	Community Representatives	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	June 2025	July 2025	Aug 2025	Sept 2025	Oct 2025
1	Ian Anderson					X	X	X	ABS				
2	Paula De La Riva						X	X	X				
3	Vacancy												

#	Board Member	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	June 2025	July 2025	Aug 2025	Sept 2025	Oct 2025
1	Michelle Jara-Rangel	X	ABS	X	X	X	X	X	X				

Policy Council Standing Committee
Attendance Sheet
2024 – 2025

Budget & Finance Committee

Member	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Gabriela Rangel	X	X	X	X	X	X		X		
Rene Williams	X	X	X	X	X	X		X		
Ruby Cruz	X	X	X	ABS	X	ABS		X		
Nallely Leon		ABS	ABS	ABS	ABS	■		■		
Paula De La Riva					ABS	X		X		

Planning Committee

Member	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Christopher Cuzul	X	ABS	X	X	X	X		X		
Gabriela Rangel	X	X	X	X	X	X		X		
Maria Worthy	X	X	X	X	X	X		X		
Michelle Jara-Rangle	X	X	X	X	X	X		X		
Rene Williams	X	X	X	X	ABS	X		X		
Margarita Vargas						X		R		

School Readiness Committee

Member	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Jennifer Wilson		X	ABS	X	ABS	X				
Alejandra Verduzco		X	X	X	ABS	X				
Ashley Trent		ABS	X	X	X	ABS				
Kaylonie Howard		ABS	X	X	ABS	X				
Ian Anderson				X	X	ABS				

Bylaws Committee

Member	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Dominique Bassi		X		X		X				
Fatima Echeverria		X		X						
Henrietta Castro		X		X		X		R		
Liliana Juarez						X				

Board of Directors

Member	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Fatima Echeverria	X	X	ABS	X	X	X				

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

DATE	August 26, 2025
TIME	5:30 p.m.
LOCATION	CAPK Administrative Office Executive Conference Room 1300 18th Street Bakersfield, CA 93301
TEAMS LINK	**Join the meeting now**
PHONE	(213) 204-2374
MEETING ID	260 126 182 333

Policy Council Meeting Agenda

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

Ashley Trent	Ian Anderson	Michelle Jara-Rangel
Alejandra Verduzco	Jennifer Wilson	Paula De La Riva
Christopher Cuzul	Kaylonie Howard	Rene Williams
Dominque Bassi	Liliana Juarez	Ruby Cruz
Gabriela Rangel	Maria Worthy	

2. **Public Comments**
   The public may address the Policy Council on items that are 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. **Committee Verbal Reports**
   a. Budget & Finance Committee – Gabriela Rangel
   b. Bylaws Committee – Dominique Bassi
   c. Planning Committee – Christopher Cuzul
   d. School Readiness Committee – Jennifer Wilson

4. **New Business**
   a. 2026-2027 Head Start Program Goals and Objectives – Rosa Guerrero, Administrative Analyst – *Action Item (p. 8-18)*
   b. Policy Council Committee Vacancies – Lisa Gonzales, Program Governance Coordinator – *Informational Item*

5. **Consent Agenda**   *Action Item*
   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 – June 24, 2025 *(p. 19-24)*
   b. Policy Council Executive Committee Special Call Meeting Minutes – July 16, 2025 *(p. 25-26)*
   c. Policy Council Budget & Finance Committee Meeting Minutes – June 17, 2025 *(p. 27-28)*
   d. Head Start Budget to Actual Report, March 1, 2025, through June 30, 2025 *(p. 29-31)*
   e. Early Head Start Budget to Actual Report, March 1, 2025, through June 30, 2025 *(p. 32-34)*
   f. Head Start and Early Head Start Kern Non-Federal and In-Kind Report, March 1, 2025, through June 30, 2025 *(p. 35))*

g. Early Head Start Childcare Partnerships Non-Federal Share and In-Kind Report, March 1, 2025 through June 30, 2025 *(p. 36)*
h. Parent Travel & Childcare through June 30, 2025 *(p. 37)*
i. Parent Activities through June 30, 2025 *(p. 38)*
j. Head Start Program Review & Evaluation Report – June 2025 *(p. 39-40)*
k. Head Start Program Review & Evaluation Report – July 2025 *(p. 41-42)*
l. Office of Head Start Focus Area 1 Final Report – May 16, 2025 *(p. 43-52)*
m. Backpack Connection Series: How to Use Positive Language to Improve Your Child's Behavior (English/Spanish) *(p. 53-54)*
n. ACF-OHS-PI-25-02 One-time Supplemental Funds for Nutrition and Healthy Eating for Head Start Children and Families, Issuance Date: July 29, 2025 *(p. 55-58)*
o. BrightLife Kids – CalHOPE *(p. 59-60)*
p. Hunger Action Month – September 2025, CAPK Foundation *(p. 61)*
q. Discounted CPR & First Aid Training – September 2, 2025 Registration, Bakersfield Recreation & Parks *(p. 62)*
r. Movies in the Park: Inside Out 2 – September 5, 2025, Mesa Marin Sports Complex *(p. 63)*
s. Recruitment & Selection Plan Meeting – September 25, 2025, CAPK Board Room *(p. 64)*
t. Kern County Veterans Stand Down – October 9, 2025, Stramler Park *(p. 65-66)*
u. North of the River FREE Drone Show – October 11, 2025, Polo Community Park *(p. 67)*
v. Head Start Recruitment Flyer (English/Spanish) *(p. 68-69)*
w. Early Head Start San Joaquin Flyer (English/Spanish) *(p. 70-71)*
x. Home Visiting Program Flyer (English/Spanish) *(p. 72-73)*
y. Budget & Finance Committee Meeting Dates *(p. 74)*
z. Bylaws Committee Meeting Dates *(p. 75)*
aa. Planning Committee Meeting Dates *(p. 76)*
bb. Policy Council Meeting Dates *(p. 77)*

6. **Standing Reports**
    a. Program Governance – Lisa Gonzales, Program Governance Coordinator
    b. Community Representative – Ian Anderson, Kern Adult Literacy Council
    c. Community Representative – Paula De La Riva, First 5 Kern
    d. Board of Directors – Michelle Jara-Rangel, CAPK Board Member
    e. Head Start/State Child Development – Yolanda Gonzales, Head Start/State Child Development Director

7. **Policy Council Chairperson Report**

8. **Policy Council Member Comments**

9. **Next Scheduled Meeting**

10. **Adjournment**

MEMORANDUM

To: Policy Council

From: Rosa Guerrero, Administrative Analyst

Date: August 27, 2025

Subject: *Agenda Item 4(a):* 2026-2027 Program Goals and Objectives – **Action Item**

The Head Start & State Child Development Division is requesting approval of the 2026–2027 Program Goals and Objectives for submission with the Head Start/Early Head Start grant #09CH012489. This update is part of the Division's annual program planning process, during which Program Goals and Objectives are continuously monitored to ensure that progress is recorded, and challenges are addressed in alignment with the objectives set for the five-year grant cycle.

As the program enters its third grant year, it continues prioritizing its Workforce, Program Options, Health and Safety, and School Readiness goals. Notable accomplishments during the second grant year include the successful implementation and continuation of a mentorship program, as well as the addition of Early Head Start slots targeting needs identified through the Head Start Community Assessment, such as homelessness and foster care. The program also anticipates reaching key benchmarks in Health and Safety training and in the implementation of dual-language framework training for Head Start teachers in its third year. The program will continue tracking progress and challenges through the end of the five-year grant period through 2029.

Recommendation
Staff recommends Policy Council approve the 2026-2027 Program Goals and Objectives for the Head Start /Early Head Start grant #09CH012489.

Attachments:
2026-2027 Program Goals and Objectives

Goal I			
Workforce: To enhance onboarding, recruitment, and retention of staff by implementing programs that embraces pathways for learning, professional development, and succession planning to obtain and retain staff.			

	Objectives	**Action Steps**	**Progress**
HS & EHS Kern Measurable Objectives/ Outcomes	**Objective A:** Develop a structured onboarding process that introduces new employees to the organization's core values, and expectations. Provide them with the necessary tools, resources, and training to quickly integrate into their roles.	1. During new hire orientation, conduct an official welcome session to introduce them to key team members, managers, and colleagues. 2. Provide an overview of the organizational structure, departments, and how their roles fit within the broader picture. 3. Provide job-specific training that covers the tasks, responsibilities, and expectations associated with their position. 4. Conduct hands-on training, workshops, or online courses to enhance their understanding of job functions, tools, and systems they will be using.	**In Progress** Final draft of the New Hire 2.0 packet is complete and pending approval. Overview of the organization, the department, and employees' roles are provided at new-hire orientation. (1,2) Job-specific training is provided at new-hire training. Program will be using SharePoint as the division's training platform. Some challenges may include addressing technical difficulties to ensure trainings are properly recorded, uploaded, and videos are in good quality. (3,4) *Action Step 5 listed for Objective A in the 2025-2026 Program Goals and Objectives was moved to Objective B Action Step 4 to best align with the stated objective.
	Objective B: Develop, implement, and evaluate a	1. Identify experienced and knowledgeable	COMPLETE

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	mentorship program for new staff onboarding to ensure comprehension, knowledge, and understanding of their position by gathering feedback from the mentors and mentees, assessing goal attainment, retention, and promotion rates, and measuring the level of engagement between the mentees and mentors in the program.	employees who can serve as mentors. 2. Provide mentorship training to help mentors understand their roles, effective communication techniques, and the importance of fostering a positive learning environment. 3. During orientation, introduce mentors and mentees to each other and provide an overview of the mentorship program 4. Assign mentors who could provide guidance and support with mentees. 5. Set clear expectations and goals for both mentors and mentees via policies and procedures. 6. Evaluation and Feedback: Regularly assess the mentorship program's effectiveness through surveys, feedback sessions, or focus groups. Questions regarding the satisfaction with the program, the quality of	Mentors identified by level of position, experience, or leadership skills. (1,2) A total of 10 mentorship orientations have been conducted in the program. Eight in Kern and two in San Joaquin. (3,4) Policies and procedures for mentorship program are pending final review and approval. Approval of policies and procedures are expected in the coming months. (5) Surveys are provided to mentees during the first and last meeting of each cohort group. Mentor contact cards were introduced to improve communication between mentors and mentees. (6,7,8) A total of 82% of new hires who attended their initial mentorship orientation returned for the follow-up mentorship meeting, four to five months following initial orientation. (9) Level of engagement between mentors are continuously measured. (10)

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		the mentoring relationship, and whether the goals were met. An inquiry about specific aspects such as communication, supportiveness, and knowledge transfer will be documented as well. The questions will be in quantitative format; however, a qualitative portion will be included to determine if there are any themes that need to be addressed. 7. Gather input from mentors and mentees to identify strengths and areas for improvement. 8. Continuously review and update the mentorship program to ensure its alignment with evolving organizational needs and changing employee demographics. 9. Retention and Promotion rates: Monitor the retention rates of mentees within the organization. Additionally, track the	

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		number of mentees who have been promoted or advanced in their careers as an indication of the program's impact on their professional development. 10. Measure the level of engagement of both mentees and mentors.	
	Objective C: Incorporate incentive or reward programs to empower all staff to be directly involved in the recruitment and retention process that would shift the culture of the division.	1. Develop a reward program that will incentivize staff recruitment. The incentive would be based on the position recruited and obtained when the recruit passes their probationary period.	COMPLETE Recruitment incentive ended December 31st, 2024. Retention incentive is complete.

Goal II
Program Options: To develop and implement program options that coincide with the needs of the community and ensure eligible families receive services that provide a strong foundation for their children's academic journey.

HS & EHS Kern Measurable Objectives/ Outcomes	Objectives	Action Steps	Progress
	Objective A: Develop and implement program options that tailor to the community's unique needs and characteristics.	1. Develop and implement a Home Base option for children eligible for Head Start services.	COMPLETE Head Start Home Base is now available as a program option. (1)

		2. Develop and implement a Family Childcare Option to reach families that are receiving services in the private sector while ensuring it upholds the Head Start Performance Standards. 3. Provide opportunities that allow for more 3-year-old designated classrooms to reach a needed population in the community. 4. Explore the need to create more Early Head Start classrooms to facilitate the needs of the community for the specific demographic.	The Family Childcare Program has contracted with 6 FCC sites for services. (2) Upon review of the 2025 Head Start Community Assessment, the program has secured an additional 16 EHS spots to serve families experiencing homelessness and domestic violence. The Stockdale center, along with other centers, have also allotted additional classrooms for 3-year-olds. (3,4)

Goal III			
Health and Safety: Strengthen standards of practice for mitigating risk through expanding our culture of child health and safety.			
HS & EHS Kern Measurable Objectives/ Outcomes	**Objectives**	**Action Steps**	**Progress/Challenges**
	Objective A: The program will expand tools and resources necessary to ensure we have a standard of practice focused on protecting child safety and preventing and identifying child abuse before August 2026. For example,	1. Explore new resources to enhance protecting children by recognizing the signs and symptoms of suspected child abuse or neglect, understanding the responsibilities of a mandated reporter, and supporting families when filing a mandated report.	**In Progress** iLookOut training was introduced as a new resource. A cohort was trained during PY 24-25. Select program and center staff will complete iLookOut training in program year 2025-2026 to reach the 20% goal. Action step 2 was moved

	Be Safe and iLookOut training, a free online professional development course focused on protecting child safety and preventing and identifying child abuse.	2. 20% of program staff will complete the iLookOut training by Year 3.	out to Year 3 from last year's goals and objectives to reach training benchmarks. (1,2) *The timeline for Objective A has since changed from the 2025-2026 Program Goals and Objectives to August 2026, previously August 2024, to Complete Action Step 2.
	Objective B: The program will establish a system of fidelity for implementing a child health and safety environment, including reporting of all incidents for all program options prior to the 2024 school year.	1. Administration will partner with program to enhance system on the importance of seamless reporting. 2. The program will set clear expectations on the importance of reporting health and safety incidents. 3. The program will develop a data system to track and report child health and safety incidents.	**In Progress** Policy and procedures for health and safety incidents were submitted to leadership for review and approval. Approval of policies and procedures are expected in the coming months. (1,2) A dashboard presenting program data regarding health and safety incidents was developed and is available for staff viewing. The development of this dashboard will help leadership and program managers identify sites in need of additional training/support/attention. (3)

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| | **Objective C:** The program will implement a CIR (Critical Incident Review) system to establish a culture of active supervision to support ongoing health and safety improvement prior to the Year 3 funding period. | 1. Gather input from program and admin staff to identify strengths and areas for improvement.

2. Develop and implement a Critical Review System and ensure it upholds the Community Care Licensing and Head Start Program Performance Standards.

3. Continuously review and update the system to ensure fidelity and quality with evolving organizational needs. | **In Progress**

Objective C to commence upon completion of Objective A. |

Goal IV
School Readiness: Increase families and staff capacity to support children's school readiness and to implement a quality program by enhancing the environment to strengthen teacher and child interactions.

HS & EHS Kern Measurable Objectives/ Outcomes	**Objectives**	**Action Steps**	**Progress**
	Objective A: The program will redesign indoor/outdoor environments to reflect the children's culture, promote curiosity, and safety.	1. 10% of the program staff will attend Loose Parts and STEM training by year 1. 2. The program will pilot 15% of centers in a Loose Parts / STEM (Science, Technology, Engineering, and Mathematics) curriculum enhancement	**In Progress** All staff attending pre-service were trained in Loose Parts/STEM. (1) 13% of sites have piloted the Loose Parts/STEM curriculum. One additional site is needed to meet the 15% threshold. (2)

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		implementation by end of Year 2. 3. The program will increase male involvement participation to enhance learning environments.	The 2nd Annual Fatherhood Conference took place in January 2025, with 32 males in attendance. Loose Parts information and activities are also incorporated in the School Readiness Committee meetings and parent meetings wherein father figures are also invited to join. (3)
	Objective B: The program will develop a dual-language framework and will strengthen the ability of staff to work with dual-language learners.	1. The program will provide training to 15% of staff to increase their knowledge of best practices that support dual language learners and bilingualism by Year 3. 2. The program will partner with families in the importance of maintaining their home language by Year 2.	**In Progress** At least 75% of infant and toddler staff completed training in best practices for dual language. Pre-school staff training for dual language will be developed and implemented by Fall 2025. (1) Home language is continuously identified through a questionnaire upon child's assessment. Discussions are held with parents, dual language staff are available, and therapists and parents are eager to accommodate and learn the home language. (2)

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	Objective C: The program will elevate children's social-emotional development and strengthen teacher-child interactions.	1. The program will have 4 train-the-trainers on Pyramid Model, Trauma Informed Care, and CLASS (Classroom Assessment Scoring System) by end of year 2.	**In Progress** Three Pyramid Model, two Trauma Informed Care (TIC) and five CLASS Pre-K train-the-trainers are currently certified. (1)
		2. 85% of education and support services staff will be trained in Pyramid Model by the end of Year 3.	70% of education and support services staff are trained in Pyramid Model. (2)
		3. 50% of newly hired staff will participate in the Pyramid Model training and ongoing coaching in Trauma Informed Care (TIC) during Professional Learning Communities.	Approximately 75% of all new hires participated in Pyramid Model training during PY 2024-25. Approximately 15% had TIC coaching. (3)
		4. The program will increase the number of mentor coaches to enhance quality interactions.	Number of mentor coaches have increased by three since 2023. There are currently nine mentor coaches in Kern and one in San Joaquin. (4)
		5.The program will implement an annual Family Workshop to increase Social Emotional Awareness in young children.	The second annual Family Workshop is scheduled to take place in the Fall of 2025. (5)
	Objective D: The program will secure MOU's with 25% of school districts to provide specialized services to children served, including	1. The program will collaborate with community agencies to support transitions by participating in collaborative meetings	**In Progress** Program is exploring an MOU with the Special Education Local Plan Area (SELPA) to build

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transitions for school readiness.	and community resource fairs. 2. The program will provide ongoing series of parent's roles in transitions and developmental milestones. 3. The program will develop a data system to track transitions across program options.	collaboration between agencies. (1) Readiness committee, Smore's newsletters, and school readiness checklists shared with parents during parent conferences are used to prepare parents and children for transitions. (2) Tracking feature for transitions are available in ChildPlus. Program aims to add an additional tracking component to identify the most common school districts on the receiving end of Head Start transitions, to fortify transition planning to elementary school. (3) *Objective D was reworded from 2025-2026 Program Goals and Objectives for clarity and specificity. Previously "The program will strengthen the collaboration with 25% of receiving School Districts by developing MOU's".

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1. **Call to Order**
   The meeting was called to order at 5:33 p.m.
   a. Roll call was taken, and a quorum was established.
   Policy Council Members Present: Alejandra Verduzco, Christopher Cuzul, Fatima Echeverria, Henrietta Castro, Gabriela Rangel, Kaylonie Howard, Liliana Juarez, Maria Worthy, Michelle Jara-Rangel, Paula De La Riva, Rene Mayhorn Williams, Ruby Cruz
   Policy Council Members Absent: Ashley Trent, Dominique Bassi, Ian Anderson, Jennifer Wilson, Margarita Vargas

2. **Public Comments**
   The public may address the Policy Council on items not included on the agenda at this time. <u>However, the Policy Council will take no action other than that of referring the item(s) to staff for study and analysis</u>. Speakers are limited to three 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.
   None

3. **Committee Verbal Reports**
   a. **Budget & Finance Committee – Gabriela Rangel**
   The Budget & Finance Committee met on June 17, 2025 and reviewed budget to actual reports Head Start and Early Head Start grants. The reports reflected the period from March 1, 2025 through April 30, 2025. It was stated that the expenditure percentages may appear to be high, however that is because the budget totals indicated on the Head Start and Early Head Start reports reflect only ½ of the program's notice of award. The second half had not been dispersed at the time these reports were prepared. The budget to actual reports to be shared at the next meeting will reflect the full grant amount as the second half has since been received. Inkind totals were presented as were the Parent Activities and Parent Local Travel and Childcare Reimbursement reports. The 2025-2026 proposed Budget Revision was also shared with the committee as an informational item and will be presented to the entire Council as an action item. The next Budget & Finance Committee meeting will take place on Tuesday, August 19, 2025 at 5:30 p.m.
   b. **Bylaws Committee – Henrietta Castro**
   The Bylaws Committee met on June 3, 2025 at 5:30 p.m. and continued its review of the Policy Council Bylaws. Articles four through seven were reviewed and discussed with some edits suggested from the committee. These articles included, Policy Council membership, voting rights, standing committee composition, potential opportunities for members to attend conferences and more .The committee's next meeting will be held on August 5, 2025 at which time the balance of the document will be reviewed.
   c. **Planning Committee – Christopher Cuzul**
   The Planning Committee met on June 10, 2025. The Division Program Activity Report was shared for the month of May with Head Start reporting 100% enrollment and Early Head Start reporting 99% enrollment. The Central Kitchen prepared a total of 53,744 meals and there were 74,088 meals delivered during the month of April. The program goal shared for this month was Health and Safety. The objective is to expand tools and resources necessary to ensure a standard of practice focused on protecting child safety, preventing, and identifying child abuse with a timeline for completion before June 2026. The School Readiness Goals which were previously approved by the Policy Council will be presented to the Board of Directors for approval later this month. Committee members were also informed of the 2025-2026 Head Start Budget Revision, which primarily identified savings in personnel costs due to a cost sharing allocation with the San Joaquin County Office of Education. The results of the Program Self-Evaluations for the 2024-

2025 fiscal year were also presented. The next Planning Committee meeting will take place at 5:30 p.m. on August 12, 2025.

    d. **School Readiness Committee – Kaylonie Howard**
The School Readiness Committee met on June 12, 2025. Home Base supervisors, Bobbi Camacho and Denise Cooper presented information about the home base program option which included family engagement, resources, and support services provided by educators during their weekly home visits with families. The supervisors also shared strategies for effective transitions and socialization opportunities for children and for families. Their presentation concluded with parent testimonials; School Readiness Committee Chair, Jennifer Wilson also shared her personal experience with the home base program option. It was noted that this was the final meeting of the 2024-2025 Policy Council term.

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

    a. **2025-2026 Head Start Budget Revision – Rosa Guerrero, Administrative Analyst**
In presenting the 2025-2026 Head Start Budget Revision, Rosa shared that savings have been identified in personnel costs which is primarily due to a cost sharing allocation with the San Joaquin County Office of Education, along with savings in rent because of a vacancy at one of our sites, and in nutrition services due to an adjustment to actuals. Because of these identified savings we are reallocating these costs to other categories such as fringe benefits, supplies, contractual, and other. Rosa stated that this is mainly due to actual expenditures in these categories as well as to a projected increase in costs. Because of certain economic indicators and factors, the program projects that items which are now being purchased will increase in cost. In continuing, she shared that the savings identified stems from a grant award received by the San Joaquin County Office of Education (SJCOE.) Receipt of this grant allows the program to reallocate existing personnel funds to the SJCOE grant. Included with this cost allocation methodology, there is a change to the cost per child which will result in an increase for Head Start children (ages 3-5 years) and approximately 2 million dollars will be moved from Early Head Start to Head Start. Rosa clarified that during the Planning Committee meeting it was stated that the parent services category was for costs related to supplies provided to parents. However, the parent services category are actually costs as related to Policy Council (PC) as well as PC Committee meetings such as shirts, food, and other costs that supplement meetings. An opportunity for questions was provided to which there were none. With that, it was requested that the Policy Council approve the submission of the 2025-2026 Head Start Budget Revision. Christopher Cuzul made a motion; seconded by Maria Worthy. Motion carried unanimously.

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 the 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 – May 27, 2025
    b. Policy Council Budget & Finance Committee Meeting Minutes – May 20, 2025
    c. Policy Council Bylaws Committee Meeting Minutes – June 3, 2025
    d. Policy Council Planning Committee Meeting Minutes – June 10, 2025
    e. Head Start Budget to Actual Report, March 1, 2025, through April 30, 2025
    f. Early Head Start Budget to Actual Report, March 1, 2025, through April 30, 2025
    g. Head Start and Early Head Start Kern Non-Federal and In-Kind Report, March 1, 2025, through April 30, 2025
    h. Early Head Start Childcare Partnerships Non-Federal Share and In-Kind Report, March 1, 2025 through April 30, 2025
    i. Parent Travel & Childcare through April 30, 2025
    j. Parent Activities through April 30, 2025
    k. Head Start Program Review & Evaluation Report – May 2025
    l. 2024-2025 Program Self-Evaluations (CSPP, CMAP, CCTR, CMIG)
    m. Backpack Connection Series: How to Give Clear Directions (English/Spanish)

n. Pyramid Model Leadership Newsletter – June 2025
o. Bakersfield City Pool Schedule
p. Bakersfield City Spray Park Hours
q. Red, White & Boom Fireworks Show – June 28, 2025, Barker Park, Wasco, CA
r. Independence Day Celebration – July 3, 2025, Rails to Trails, Taft, CA
s. Family Law Facilitator – July 3, 2025; Kern County Child Support Services (English/Spanish)
t. Family Law Facilitator Self-Help Center Summer Workshops – July 18, 2025; Kern County Superior Court – Basement Overflow Room
u. Annual Back 2 School Backpack Giveaway, Job & Health Fair – California City
v. Summer Safety Tips – U.S. Fire Administration (English/Spanish)
w. Heat and Health Guidance – U.S. Centers for Disease Control and Prevention
x. Fireworks Safety – U.S. Consumer Product Safety Commission
y. Concerts in the Park – June 4 through August 20, 2025, Victory Park, Stockton, CA
z. Free Admission at the Haggin Museum – 1st Saturday of the month, Stockton, CA
aa. Movies in the Park – Bakersfield, CA
bb. Concerts at the Marketplace – Bakersfield, CA
cc. Head Start Recruitment Flyer (English/Spanish)
dd. Early Head Start San Joaquin Flyer (English/Spanish)
ee. Home Visiting Program Flyer (English/Spanish)
ff. Budget & Finance Committee Meeting Dates
gg. Bylaws Committee Meeting Dates
hh. Planning Committee Meeting Dates
ii. Policy Council Meeting Dates

An inquiry was made regarding the approval of the meeting agenda. It was noted that approval of the agenda is not a standing item. It was added that for this meeting because there were not any presentations, new business was moved to be heard earlier on the agenda. A motion was made by Fatima Echeverria and seconded by Paula De La Riva to approve consent agenda items (a) through (ii). Motion carried unanimously.

6. **Standing Reports**
   a. **Program Governance – Lisa Gonzales, Program Governance Coordinator**
   Lisa thanked everyone for their attendance. She apologized for failing last month to introduce new Policy Council member, Liliana Juarez. Lisa shared that Liliana's membership is a result of the Spring Regional Parent Committee meetings held; she added that Liliana is a parent at our San Diego site.

   Lisa reminded members that there will not be any meetings in July, no Policy Council meetings, no committee meetings. She encouraged members to take that time to relax, enjoy the summer, spend time with family and friends, take a vacation and just appreciate the time.

   In September there will be a Recruitment and Selection Plan meeting. The date is September 25, 2025 for the first meeting and October 16, 2025 for the second. Lisa shared that this committee looks at the current recruitment and selection plan including the eligibility criteria for children to enroll in our program. All of this is reviewed, as the committee is tasked with ensuring that the point system is adequate and meets the needs of the community and the program. It is also an opportunity to brainstorm and ask questions. The committee is comprised of staff, community representatives and parents. Lisa shared that she would email members the flyer which has the email for Enrollment and Attendance Manager, Carol Hendricks so that those wishing to attend can RSVP to her.

   Information and dates of several firework events taking place throughout the county were shared with members. Additionally shared was information about heat stroke, heat exhaustion as well as water safety. The importance of wearing a Coast Guard approved life vest was shared and it was stressed that it doesn't take large bodies of water for accidents to occur, and it is always important to be mindful when children are playing in or around water.

Lisa shared that with the start of the new program year just days away, this also means it is time for pre-service training for staff. She shared that she will be speaking with site supervisors and family service workers about parent meetings, and the governance process. With that being said, Lisa stated that she will be emailing Council members for their input as to how they might feel more engaged at their parent meetings, as well as what their thoughts are as to how we might increase parent attendance/participation. She encouraged members to also speak to other parents at their center to obtain their feedback as well. Lisa stated that she would be sharing their responses with staff, adding that it is important that we (staff) hear from our parents what they think would help so that we are seeing things through their lens, their perspective.

In closing Lisa stated it was Jerry's birthday, and she thanked him for spending it with the Council.

b. **Community Representative – Ian Anderson, Kern Adult Literacy Council and Paula De La Riva, First 5 Kern**
Paula shared that First 5 as a funding agency provides swim lessons through Bakersfield City Recreation. The program is, Make a Splash and provides swim lessons for children 0-5 years of age. Parents can sign their children up at any of the Bakersfield City pool sites.

c. **Board of Directors – Michelle Jara-Rangel, CAPK Board of Directors Representative**
Michelle stated the Board of Directors met on May 28, 2025. The consent agenda was approved with no items removed. There were three action items presented to the Board under new business. These items were fiscal year 2024-2025 CDE Program Self Evaluation for State Contracts, calendar year 2026-2027 Community Action Plan and Community Needs Assessment as well as the financial reports through February 2025 with all items approved.

The CalVet's Assistance Foundation Report, Advisory Board Report and the Chief Executive Officer report were not presented due to time constraints.

The Board went into closed session at 12:49 p.m. with one item to discuss. This item was related to Personnel Exemption, Public Employee Discipline, Dismissal and Release, Section 54957. During closed session staff provided information to the Board for review and direction. The Board authorized staff to move forward as recommended and to bring forward future actions items to the Board as needed. The Board reconvened to open session at 1:17 p.m.

The next scheduled Board of Directors meeting is Wednesday, June 25, 2025.

d. **Head Start/State Child Development – Yolanda Gonzales, Head Start/State Child Development Director**
Jerry Meade, Assistant Director of Program, provided this report on behalf of Yolanda Gonzales who, as he noted, is attending a California Head Start Association Board meeting in Sacramento.

Jerry shared that technically, next Tuesday (July 1, 2025) marks the beginning of the next school year bringing us to the 2025-2026 school year for our full year programs. He added that in August, the balance of our Head Start programs (part year services) will be returning during the second week. This also means the program will be looking at and discussing its 2026-2027 budget year. Jerry added that the work begins now with obtaining approvals for revisions. Upon the Council's return after break, talk will be about the program's next funding period which is the 2026-2027 fiscal year, and the Policy Council will be collaborating with staff to approve the grant action for submission prior to the end of the current 2024-2025 Policy Council term. Jerry also shared that speaking in terms of leases, he has been making presentations and renewing leases into the 2030s already!

In continuing the report, Jerry stated that a lot of work happens during the summer. The program is in the midst of reviewing and evaluating policies, procedures, any changes or revisions per regulation changes or any new guidance coming from the Office of Head Start or the state of California.

In sharing information about pre-service for staff, Jerry stated that this is an opportunity to bring staff together and to provide training on the most important areas for us to focus on in this new school year which begins July 1, 2025. Pre-service activities for full year staff are on July 11, 2025 and on August 4, 2025 for our part year staff. He shared that it is a monumental feat to bring close to 600 people together into training environments to make sure we are ready and prepared for the new school year. He added that fortunately because we have

both part year and full year programs, we are able to conduct training for half of our staff at a time so it's not as arduous.

Also happening during the summer we have the opportunity to really evaluate and look at what we want the 2026-2027 school year to look like. We have to plan that far in advance when we're looking at making any changes or revisions or looking at facilities. Jerry stated that the program did receive notice 2-years ago from North of the River Parks and Rec stating that they would not be renewing our lease for our Willow facility in Oildale. For the past 2-years the program has been working hard at trying to secure a location to support the children and families in that area. It was stated that the program has been able to determine where it can expand to allow for those two additional classrooms and to continue to provide services to those families. Renovations, preparations and licensing requirements are all being wrapped up to ensure that when services resume in August, our (Willow) families won't have an interruption in services.

Jerry touched on the additional new revenue as presented in the 2025-2026 Budget Revision shared earlier in the evening. He shared that we are now serving pre-K children in San Joaquin as well as Kern. As a result of this new revenue the program will receive from the San Joaquin County of Education it did free up funds in our grant to be able to repurpose. This is very helpful for us to be able to ensure that we are able to sustain and retain our qualified staff and to move the program forward. The budget revision that the Council approved is very helpful to the program so that we can make those allocation changes and move forward accordingly. The program has four additional facilities in San Joaquin County that they are working on, and as soon as those are licensed, they will be fully operational with an additional 153 pre-K children served in San Joaquin County. Jerry shared that he would keep the Council posted on this transition. He added that it technically does not affect this Policy Council because our Head Start grantee in San Joaquin has their own Policy Council; we are a subcontractor. Their program isn't under the grant that Policy Council reviews. However, this information is shared because it is still part of the Head Start family. In addition it was also noted that the California State Preschool Program (CSPP) is also under the San Joaquin County Office of Education; we are a subcontractor for both grants. We are a partner with SJCOE and are still able to use our systems, our processes, everything we do here. However, now we have two Policy Councils that are governing our programs, so that is new for us, and we are excited to see how that all works.

Jerry spoke about the new fiscal year for the federal government which will go into effect on October 1, 2025. He added that at this point Head Start is still in that budget, and we as a program are thrilled. We are excited to be fully supported by Congress and by the President of the United States. Their comments about Head Start continuing have been very favorable, and we are hopeful that we might even see a slight increase to funding. Jerry also shared that advocacy efforts continue and as previously shared, the Council may be asked to get involved in some of those efforts; he will keep the Council posted. Jerry stated that at this point in time, we are very blessed to have the continued support considering Head Start is celebrating 60 years this year, which is fantastic!

In concluding the report, Jerry expressed appreciation to the Policy Council and wished them a very restful, safe and cool July break next month. As he thanked members for their time, he added that he looks forward to seeing everyone in August.

Members thanked Jerry and expressed birthday wishes. Additionally, there was an inquiry to the new location in Oildale for those families who were attending our Willow center. Jerry shared that two brand new classes along with some additional space was created at our Angela Martinez Center. Jerry stated they were north of the river; they will now be south of the river, adding that you can actually see the facility across the river and the Angela Martinez site was therefore convenient for those families. Jerry added that the staff that previously occupied this area of the building have since moved into our 18th Street location so that space was renovated to be two additional pre-K classrooms to support this transition.

7. **Policy Council Chairperson Report**
   Ruby wished members a great and safe 4th of July.

8. **Policy Council Member Comments**

   Members had an opportunity to share a comment if they would like.

   Fatima Echeverria requested that her absence as noted on the Bylaws Committee attendance document be changed to excused as she was attending another CAPK event. Lisa stated that she would make that change.

   Henrietta Castro stated that her daughter is aging out of Early Head Start and also that this meeting will be her last meeting as she is finishing up the hiring process and will be working as an Attendance Technician with the Head Start program. She shared that this next chapter for both her and her daughter is a little scary, but she is excited.

   Maria Worthy shared that her son also completed the program and will be transitioning to kindergarten. She wanted to say that she is very happy to have had this program; she's happy for CAPK Head Start because if this program weren't around, her son would not be able to attend. Maria shared that she felt the teachers at her center (Alicante) "were a godsend" to her as her child has some challenges, but the staff was so patient and great. The teachers handled the challenges with grace for which she is very thankful.

   Gabriela shared that her little boy has also completed the program and is transitioning to kindergarten. She shared that she appreciates the encouragement that she has found for her and her son from the CAPK family. She is grateful for the patience that has been shown to her son. Being a first time mom, she knows her son is growing but she is growing with him too. Gabriela shared that she has learned a lot, and she feels a lot more confident within herself thanks to CAPK. Gabriela thanked everyone for being a part of that.

9. **Adjournment**

   The next Policy Council meeting will be held on August 26, 2025 at 5:30 p.m. in the Board Room. The meeting was adjourned at 6:05 p.m.

1. **Welcome**
   Members were welcome to the meeting.

2. **Call to Order**
   a. The meeting was called to order at 5:30 p.m.

3. **Roll Call and establish Quorum (half plus one)**
   a. Quorum was established.
   b. Members present: Rene Mayhorn Williams, Gabriela Rangel, Paula De La Riva
   c. Members not present: Ruby Cruz

4. **Approval of Agenda**
   Paula De La Riva made a motion to approve the agenda dated June 17, 2025; seconded by Rene Williams. Motion carried.

5. **Approval of the Minutes**
   Rene Williams made a motion to approve the minutes dated May 20, 2025; seconded by Gabriela Rangel. Motion carried.

6. **Introduction of Guests**
   Guests in attendance were Louis Rodriguez, Finance Administrator, Robert Espinosa, Program Design and Management Administrator, Rosa Guerrero, Administrative Analyst, and Lisa Gonzales, Program Governance Coordinator

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

8. **Presentation / Discussion Items**
   a. **Budget Reports – Louis Rodriguez, Finance Administrator**
      The Head Start Budget to Actual report for the period of March 1, 2025 through April 30, 2025 was presented to the committee for review and discussion. It was stated that the base funds for the Head Start grant are 21% expended with training and technical assistance funds at 15% expended. Additionally, Louis stated that our Non-Federal Share (inkind) is at 66% during this second month of the 12-monht budget cycle. Louis stated that budget reports reflect ½ of the programs total grant, at the time the reports were prepared that was all that had been dispersed. However, the balance (other half) was received on Friday (June 13, 2025) and the next budget reports shared will reflect the entire grant amount which will also bring the percentage of expenditures down.

      In continuing to review and discuss the financial reports, the Early Head Start budget report for the same reporting period noted 25% of funds were expended in the base funds and 10% expended in training and technical assistance. Louis reiterated that

the percentages look skewed because the "totals" reflect only ½ of the programs grant.

Details of the Non-Federal Share Report were provided as well. Louis shared that the program earned all of its CCTR (General Child Care and Development Program) contracts. Therefore, there will not be any inkind reflected for April, May, or June because the entire contract was spent down in March. A question was posed with regard to claiming inkind and funding specific to CCTR. Louis clarified that this contract is able to acquire inkind and has since been spent down, however we will resume collecting inkind beginning July 1, 2025 which is the start date of the new contract. The inkind totals for the partnership program were also shared with members.

The parent local travel and childcare report was provided for the period ending April 30, 2025. It was noted there was $219 in Head Start expenditures and Early Head Start had expenditures of $123. In reviewing the parent activities report it was shared there has been $396 expended from the Head Start grant and $222 expended from the Early Head Start grant for the period ending April 30, 2025.

Lisa stated that she wanted to clarify a statement that was made at the Planning Committee when Rosa shared the budget revision information. In continuing she shared that both Gabriela and Rene are members of the Planning Committee and were at that meeting. A question was posed as to what kinds of things fall into the category of parent expenses. It was stated to the Planning Committee that this would be supplies for the parents for projects. Lisa clarified, stating that the information shared was not accurate and this is in fact the category where mileage reimbursement comes from as well as childcare reimbursement, the meals provided at Policy Council meetings, member polo shirts, and other expenses that may occur as related to program governance. Appreciation was expressed for the clarification, noting that this information provided makes sense.

b. **2025-2026 Budget Revision – Rosa Guerrero, Administrative Analyst**
Rosa shared that savings have been identified in the budget in the personnel category along with savings in rent due to a site vacancy as well as in the nutrition services due to budget to actual. The savings in personnel is due to a recent grant received from the San Joaquin County Office of Education. With this grant the program is able to reallocate personnel costs to that grant thus freeing up funds in our Head Start grant. Because of these savings the program is then able to reallocate to other categories including supplies, contractual and "other." Rosa noted that it is not that the program is spending more money or having additional items ordered, but primarily because of the rise in cost of goods and services due to tariffs and various other economic factors. Rosa then spoke to various other increases as related to the budget and referenced the budget detail report provided to the committee. Committee members had no questions regarding this informational item shared.

9. <u>**Announcements**</u>
The next Policy Council Meeting will be held on Tuesday, June 24, 2025 and centers are closed on Thursday in observance of the Juneteenth holiday. The next Policy Council Budget & Finance meeting will be held on Tuesday, August 19, 2025 at 5:30 p.m.

10. <u>**Adjournment**</u>
The meeting was adjourned at 5:44 p.m.

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council Budget & Finance Committee Meeting Minutes
June 17, 2025
Meeting ID: 296 165 575 449

1. **Welcome**
    Members were welcome to the meeting.

2. **Call to Order**
    a. The meeting was called to order at 5:30 p.m.

3. **Roll Call and establish Quorum (half plus one)**
    a. Quorum was established.
    b. Members present: Rene Mayhorn Williams, Gabriela Rangel, Paula De La Riva
    c. Members not present: Ruby Cruz

4. **Approval of Agenda**
    Paula De La Riva made a motion to approve the agenda dated June 17, 2025;
    seconded by Rene Williams. Motion carried.

5. **Approval of the Minutes**
    Rene Williams made a motion to approve the minutes dated May 20, 2025; seconded
    by Gabriela Rangel. Motion carried.

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    Guests in attendance were Louis Rodriguez, Finance Administrator, Robert Espinosa,
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    and Lisa Gonzales, Program Governance Coordinator

7. **Public Forum**
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    so at this time; however, the Committee will take no action other than referring the item
    to staff for study and analysis.)*
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       funds and 10% expended in training and technical assistance. Louis reiterated that

the percentages look skewed because the "totals" reflect only ½ of the programs grant.

Details of the Non-Federal Share Report were provided as well. Louis shared that the program earned all of its CCTR (General Child Care and Development Program) contracts. Therefore, there will not be any inkind reflected for April, May, or June because the entire contract was spent down in March. A question was posed with regard to claiming inkind and funding specific to CCTR. Louis clarified that this contract is able to acquire inkind and has since been spent down, however we will resume collecting inkind beginning July 1, 2025 which is the start date of the new contract. The inkind totals for the partnership program were also shared with members.

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10. **Adjournment**
The meeting was adjourned at 5:44 p.m.

o

MEMORANDUM

To: Budget and Finance Committee of Policy Council

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

Date: August 19, 2025

Subject: *Head Start*
         Budget to Actual Report for the period ended June 30, 2025 – **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 second-year budget period is March 1, 2025, through February 28, 2026.

The following are highlights of the Head Start Budget to Actual Report for the period of March 1, 2025, through June 30, 2025. Four months (33.33%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 33% of the budget.

Training & Technical Assistance Funds

Overall expenditures are at 24% of the budget.

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

The non-Federal share is at 54% of the budget.

Community Action Partnership of Kern
Head Start
Budget to Actual Report
Budget Period: March 1, 2025 - February 28, 2026
Report Period: March 1, 2025 - June 30, 2025
Month 4 of 12 (33.33%)

Prepared 08/01/2025

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	8,458,695	2,823,004	5,635,691	33%	67%
FRINGE BENEFITS	2,693,248	799,626	1,893,622	30%	70%
TRAVEL	55,000	-	55,000	0%	100%
EQUIPMENT	-	-	-		
SUPPLIES	535,017	307,798	227,219	58%	42%
CONTRACTUAL	186,280	115,846	70,434	62%	38%
CONSTRUCTION	-	-	-		
OTHER	3,495,261	1,328,839	2,166,422	38%	62%
INDIRECT	1,467,033	160,755	1,306,278	11%	89%
TOTAL BASE FUNDING	**16,890,534**	**5,535,868**	**11,354,666**	**33%**	**67%**

TRAINING & TECHNICAL ASSISTANCE

	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
TRAVEL	60,904	13,853	47,051	23%	77%
SUPPLIES	23,986	2,173	21,813	9%	91%
CONTRACTUAL	12,800	-	12,800	0%	100%
OTHER	63,752	24,750	39,002	39%	61%
INDIRECT	16,144	1,319	14,825	8%	92%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**177,586**	**42,095**	**135,491**	**24%**	**76%**

GRAND TOTAL HS FEDERAL FUNDS	**17,068,120**	**5,577,964**	**11,490,156**	**33%**	**67%**

HEAD START and EARLY HEAD START COMBINED NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	2,104,780	1,391,136	713,644	66%	34%
CALIF DEPT OF ED	7,918,076	4,050,207	3,867,869	51%	49%
TOTAL NON-FEDERAL	**10,022,856**	**5,441,343**	**4,581,513**	**54%**	**46%**

Budget reflects Notice of Award #09CH012489-02-01
Actual expenditures include posted expenditures and estimated adjustments through 06/30/2025
Administrative Cost for HS and EHS Combined   10.5%

Agency-Wide Credit Card Report

	CURRENT	1 TO 30	31 TO 60	61 TO 90	TOTAL	STATEMENT DATE
Elan Credit Card	63,990				63,990	7/1/2025
Lowe's	23,445	-	-	-	23,445	6/30/2025
Smart & Final	961	-	-	-	961	7/1/2025
Save Mart	789	-	-	-	789	7/1/2025
Chevron & Texaco Business Card	5,023	-	-	-	5,023	7/6/2025
Home Depot	22,772		-	-	22,772	7/4/2025
	116,980	**-**	**-**	**-**	**116,980**	

Head Start
Percent Expended Compared to Percent of Budget Period Elapsed
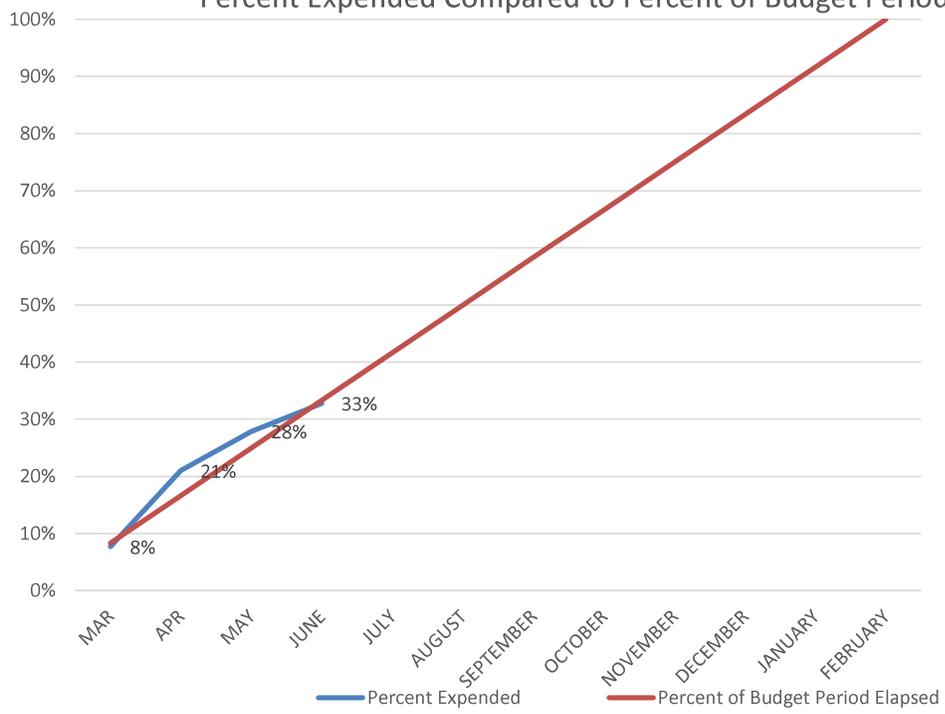
8%   21%   28%   33%

Percent Expended   Percent of Budget Period Elapsed

MEMORANDUM

To: Budget and Finance Committee of Policy Council

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

Date: August 19, 2025

Subject: *Early Head Start*
         Budget to Actual Report for the period ended June 30, 2025 – **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 second-year budget period is March 1, 2025, through February 28, 2026.

The following are highlights of the Early Head Start Budget to Actual Report for the period of March 1, 2025, through June 30, 2025. Four months (33.33%) of the 12-month budget period has elapsed.

Base Funds

Overall expenditures are at 32% of the budget.

Training & Technical Assistance Funds

Overall expenditures are at 16% of the budget.

Community Action Partnership of Kern
Early Head Start
Budget to Actual Report
Budget Period: March 1, 2025 - February 28, 2026
Report Period: March 1, 2025 - June 30, 2025
Month 4 of 12 (33.33%)

Prepared 08/01/2025

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	12,545,456	4,006,461	8,538,995	32%	68%
FRINGE BENEFITS	3,896,047	1,499,974	2,396,073	38%	62%
TRAVEL	45,000	-	45,000	0%	100%
EQUIPMENT	-	-	-		
SUPPLIES	751,602	347,601	404,001	46%	54%
CONTRACTUAL	1,001,244	368,777	632,467	37%	63%
CONSTRUCTION	-	-	-		
OTHER	2,423,100	841,101	1,582,000	35%	65%
INDIRECT	2,016,910	263,029	1,753,881	13%	87%
TOTAL BASE FUNDING	**22,679,359**	**7,326,943**	**15,352,416**	**32%**	**68%**

TRAINING & TECHNICAL ASSISTAN

	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	-	-	-		
FRINGE BENEFITS	-	-	-		
TRAVEL	118,632	21,287	97,345	18%	82%
SUPPLIES	30,013	3,031	26,982	10%	90%
CONTRACTUAL	26,080	-	26,080	0%	100%
OTHER	137,953	29,795	108,158	22%	78%
INDIRECT	31,268	1,639	29,629	5%	95%
TOTAL TRAINING & TECHNICAL AS	**343,946**	**55,752**	**288,194.11**	**16%**	**84%**

	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
GRAND TOTAL EHS FEDERAL FUNI	**23,023,305**	**7,382,695**	**15,640,610**	**32%**	**68%**

Budget reflects Notice of Award #09CH012489-02-01
Actual expenditures include posted expenditures and estimated adjustments through 06/30/2025

Early Head Start
Percent Expended Compared to Percent of Budget Period Elapsed

Legend: Percent Expended, Percent of Budget Period Elapsed

Data labels: 8%, 25%, 23%, 32%
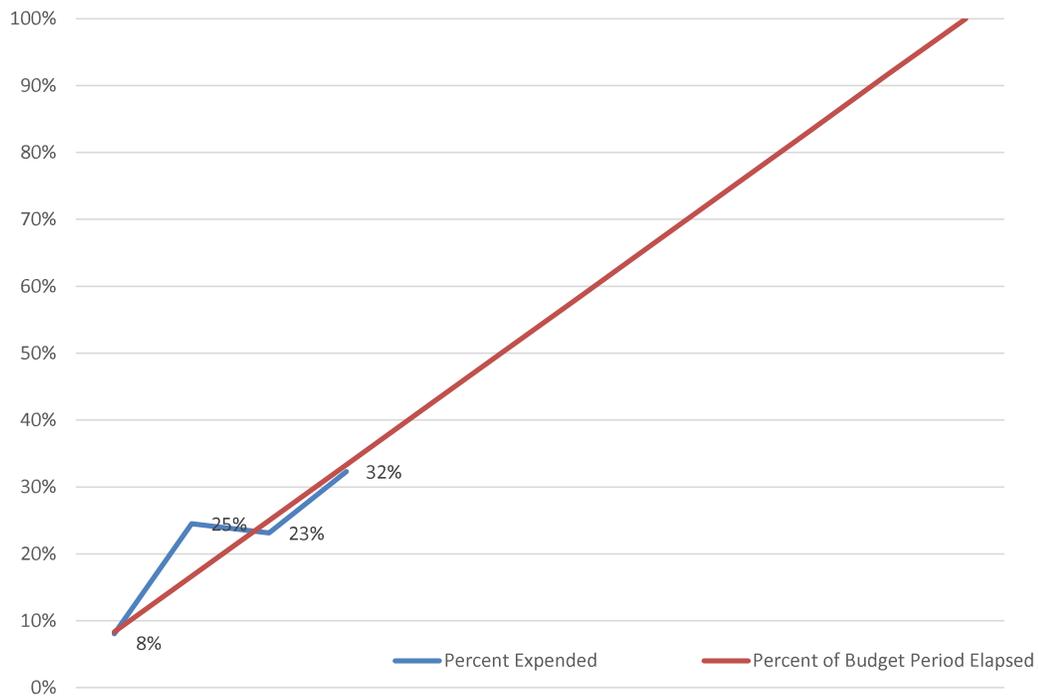
Community Action Partnership of Kern
Head Start and Early Head Start Kern
Year-to-Date Non-Federal Share and In-Kind Report
Budget Period: March 1, 2025 through February 28, 2026
Report for period ending June **30, 2025** (Month 4 of 12)

Percent of budget period elapsed: **33.3%**

LOCATION	Enroll-ment	March	April	May	June	YTD Totals	Kern/SJC	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	34	15,749	12,911	7,401	0	36,061	Kern	43,028	84%
Alicante	20	11,086	15,151	14,189	5,448	45,874	Kern	25,311	181%
Angela Martinez	105	27,223	21,819	16,063	8,082	73,186	Kern	132,882	55%
Broadway	37	5,316	6,177	5,148	1,284	17,925	Kern	46,825	38%
Cleo Foran	23	3,034	13,700	6,385	0	23,119	Kern	29,107	79%
Delano	60	24,147	10,493	9,611	8,577	52,828	Kern	75,933	70%
Fairfax	34	2,162	7,675	7,639	6,610	24,085	Kern	43,028	56%
Harvey L. Hall	142	30,977	25,366	29,111	27,322	112,776	Kern	179,707	63%
Heritage	17	1,689	893	24	0	2,607	Kern	21,514	12%
Home Base	160	25,400	13,344	11,720	2,102	52,566	Kern	202,487	26%
Martha J. Morgan	50	25,357	24,516	26,196	286	76,355	Kern	63,277	121%
Oasis	42	10,131	11,857	4,832	0	26,821	Kern	53,153	50%
Pete H. Parra	116	835	465	0	488	1,789	Kern	146,803	1%
Primeros Pasos	67	81,280	74,266	70,979	62,312	288,837	Kern	84,791	341%
Rosamond	51	2,171	743	249	0	3,163	Kern	64,543	5%
San Diego	32	7,286	7,795	7,628	5,461	28,170	Kern	40,497	70%
Shafter	17	4,245	4,431	2,904	5,313	16,893	Kern	21,514	79%
Shafter HS/EHS	24	6,376	7,319	6,168	5,584	25,447	Kern	30,373	84%
Sterling	117	12,870	14,379	13,948	11,797	52,994	Kern	148,068	36%
Stockdale Head Start	41	4,624	6,452	3,216	0	14,292	Kern	51,887	28%
Sunrise Villa	17	2,558	1,040	0	0	3,598	Kern	21,514	17%
Taft	51	6,364	5,860	1,293	0	13,517	Kern	64,543	21%
Tehachapi	15	1,225	883	183	0	2,291	Kern	18,983	12%
Vineland	17	6,156	5,059	2,464	0	13,680	Kern	21,514	64%
Virginia	17	12,711	11,663	6,431	0	30,806	Kern	21,514	143%
Willow	40	13,507	12,642	6,398	0	32,547	Kern	50,622	64%
Administrative Services		0	0	0	0	0	Kern/SJC	0	0%
PC Planning		0	0	0	0	0	Kern/SJC	0	0%
PC By Laws		0	0	0	0	0	Kern/SJC	0	0%
Governance		0	286	275	0	561	Kern	15,000	4%
Program Services		25,634	21,252	15,199	13,194	75,279	Kern/SJC	74,265	101%
California Street	24	12,099	9,304	6,723	1,298	29,424	SJC	30,373	97%
Gianone	16	2,302	2,438	1,561	1,319	7,619	SJC	26,431	29%
Kennedy	16	2,963	3,594	2,307	1,493	10,357	SJC	20,249	51%
Lodi Home Base	20	16,850	14,153	10,242	5,919	47,164	SJC	25,311	186%
Lodi UCC	32	9,844	10,050	8,672	9,537	38,103	SJC	40,497	94%
Lathrop Home Base	20	16,850	5,267	4,230	708	27,055	SJC	25,311	107%
Marci Massei	24	8,028	7,640	8,223	3,443	27,333	SJC	30,373	90%
Stockton Home Base	40	13,285	12,746	10,162	4,192	40,385	SJC	50,622	80%
Lathrop	24	5,426	5,267	4,230	708	15,630	SJC	30,373	51%
SUBTOTAL IN-KIND	**1,562**	**457,760**	**408,895**	**332,004**	**192,477**	**1,391,136**	**0**	**2,072,223**	**67%**
							x		
State General Child Care*		360,286	0	0	0	360,286	Kern	2,441,027	15%
State Preschool*		916,299	893,933	592,709	0	2,402,941	Kern	6,219,213	39%
State Migrant Child Care*		1,191	1,248	1,191	510	4,139	Kern	50,000	8%
SUBTOTAL CA DEPT of ED		**1,277,776**	**895,181**	**593,900**	**510**	**2,767,366**		**8,710,240**	**32%**
							x		
State General Child Care*		248,476	254,215	240,642	195,188	938,522	SJC	1,175,152	**80%**
SUBTOTAL CA DEPT of ED		**248,476**	**254,215**	**240,642**	**195,188**	**938,522**		**1,175,152**	**80%**
GRAND TOTAL		**1,984,012**	**1,558,291**	**1,166,546**	**388,175**	**5,097,024**		**11,957,615**	**43%**

344,319
5,441,343

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, 2025 through February 28, 2026
Report for period ending June 30, 2025 (Month 04 of 12)

Percent of year elapsed: **33.33%**

LOCATION	FUNDED ENROLL-MENT	Mar-25	Apr-25	May-25	Jun-25	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Kern Community College District - BC	32	27,305	23,388	26,196	21,671	98,560	137,864	71%
KCSOS - Blanton	16	34,387	34,387	28,570	29,533	126,877	68,932	184%
Garden Pathways	11	81	317	0	0	399	47,391	1%
Taft College	16	27,610	35,201	27,594	27,992	118,397	68,932	172%
Escuelita Hernandez	16	49	0	0	0	86	68,932	0%
Program Services		0	0	0	0	0		
Admin Services		0	0	0	0	0		
GRAND TOTAL	**91**	**89,431**	**93,293**	**82,360**	**79,197**	**344,319**	**392,051**	**88%**

Budget reflects Notice of Award #09CH012489-02-01

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT TRAVEL & CHILD CARE (6115)
2025-2026

HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2025	$ 1,350.00	$ 97.45	$ 97.45	$ 1,252.55	8%	7%
APRIL 2025	$ 1,252.55	$ 121.72	$ 219.17	$ 1,130.83	17%	16%
MAY 2025	$ 1,130.83	$ 116.75	$ 335.92	$ 1,014.08	25%	25%
JUNE 2025	$ 1,014.08	$ 107.76	$ 443.68	$ 906.32	33%	33%
JULY 2025	$ 906.32	$ -	$ 443.68	$ 906.32	42%	33%
AUGUST 2025	$ 906.32	$ -	$ 443.68	$ 906.32	50%	33%
SEPTEMBER 2025	$ 906.32	$ -	$ 443.68	$ 906.32	58%	33%
OCTOBER 2025	$ 906.32	$ -	$ 443.68	$ 906.32	67%	33%
NOVEMBER 2025	$ 906.32	$ -	$ 443.68	$ 906.32	75%	33%
DECEMBER 2025	$ 906.32	$ -	$ 443.68	$ 906.32	83%	33%
JANUARY 2026	$ 906.32	$ -	$ 443.68	$ 906.32	92%	33%
FEBRUARY 2026	$ 906.32	$ -	$ 443.68	$ 906.32	100%	33%

EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2025	$ 500.00	$ 65.65	$ 65.65	$ 434.35	8%	13%
APRIL 2025	$ 434.35	$ 57.62	$ 123.27	$ 376.73	17%	25%
MAY 2025	$ 376.73	$ 65.67	$ 188.94	$ 311.06	25%	38%
JUNE 2025	$ 311.06	$ 60.31	$ 249.25	$ 250.75	33%	50%
JULY 2025	$ 250.75	$ -	$ 249.25	$ 250.75	42%	50%
AUGUST 2025	$ 250.75	$ -	$ 249.25	$ 250.75	50%	50%
SEPTEMBER 2025	$ 250.75	$ -	$ 249.25	$ 250.75	58%	50%
OCTOBER 2025	$ 250.75	$ -	$ 249.25	$ 250.75	67%	50%
NOVEMBER 2025	$ 250.75	$ -	$ 249.25	$ 250.75	75%	50%
DECEMBER 2025	$ 250.75	$ -	$ 249.25	$ 250.75	83%	50%
JANUARY 2026	$ 250.75	$ -	$ 249.25	$ 250.75	92%	50%
FEBRUARY 2026	$ 250.75	$ -	$ 249.25	$ 250.75	100%	50%

Prepared by: Louis Rodriquez
August 6, 2025

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT ACTIVITIES (7175)
2025-2026

HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2025	$ 9,210.00	$ 230.87	$ 230.87	$ 8,979.13	8%	3%
APRIL 2025	$ 8,979.13	$ 165.43	$ 396.30	$ 8,813.70	17%	4%
MAY 2025	$ 8,813.70	$ -	$ 396.30	$ 8,813.70	25%	4%
JUNE 2025	$ 8,813.70	$ 183.04	$ 579.34	$ 8,630.66	33%	6%
JULY 2025	$ 8,630.66	$ -	$ 579.34	$ 8,630.66	42%	6%
AUGUST 2025	$ 8,630.66	$ -	$ 579.34	$ 8,630.66	50%	6%
SEPTEMBER 2025	$ 8,630.66	$ -	$ 579.34	$ 8,630.66	58%	6%
OCTOBER 2025	$ 8,630.66	$ -	$ 579.34	$ 8,630.66	67%	6%
NOVEMBER 2025	$ 8,630.66	$ -	$ 579.34	$ 8,630.66	75%	6%
DECEMBER 2025	$ 8,630.66	$ -	$ 579.34	$ 8,630.66	83%	6%
JANUARY 2026	$ 8,630.66	$ -	$ 579.34	$ 8,630.66	92%	6%
FEBRUARY 2026	$ 8,630.66	$ -	$ 579.34	$ 8,630.66	100%	6%

EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2025	$ 5,245.00	$ 129.87	$ 129.87	$ 5,115.13	8%	2%
APRIL 2025	$ 5,115.13	$ 93.06	$ 222.93	$ 5,022.07	17%	4%
MAY 2025	$ 5,022.07	$ -	$ 222.93	$ 5,022.07	25%	4%
JUNE 2025	$ 5,022.07	$ 102.96	$ 325.89	$ 4,919.11	33%	6%
JULY 2025	$ 4,919.11	$ -	$ 325.89	$ 4,919.11	42%	6%
AUGUST 2025	$ 4,919.11	$ -	$ 325.89	$ 4,919.11	50%	6%
SEPTEMBER 2025	$ 4,919.11	$ -	$ 325.89	$ 4,919.11	58%	6%
OCTOBER 2025	$ 4,919.11	$ -	$ 325.89	$ 4,919.11	67%	6%
NOVEMBER 2025	$ 4,919.11	$ -	$ 325.89	$ 4,919.11	75%	6%
DECEMBER 2025	$ 4,919.11	$ -	$ 325.89	$ 4,919.11	83%	6%
JANUARY 2026	$ 4,919.11	$ -	$ 325.89	$ 4,919.11	92%	6%
FEBRUARY 2026	$ 4,919.11	$ -	$ 325.89	$ 4,919.11	100%	6%

August 6, 2025

Month	Jun-25	Program/Work Unit	Head Start Preschool & Early Head Start
Division/Director	Head Start/State Child Development Division/ Yolanda Gonzales	**Enrollment and Attendance Manager**	Carol Hendricks
Reporting Period	June 1, 2025 - June 30, 2025		

Program Description

Head Start provides high-quality, early childhood education to children ages zero to five years old through part-day, full-day, and home- based options. The program has a holistic approach, not only addressing the needs of the child but teaching parents to become advocates and skilled providers for their children through its Parent Policy Council and Family Engagement programs. CAPK offers Head Start and Early Head Start services throughout Kern and San Joaquin counties.

Early Head Start (ages 0-3) (FNPI 2a, 2b, 2c, 2c.1,2d, SRV 2b, 7a)	Month	Target	Annual Goal	Annual Progress	
Reportable/Funded Enrollment	738	753	753	98%	
Disabilities	281 (YTD)	10%	10%	41%	
Over Income 101%-130% (up to 35%)	24	n/a	n/a	3%	
Over Income 131% and up (up to 10%)	60	n/a	n/a	8%	

Head Start Preschool (ages 3-5) (FNPI 2a, 2b, 2c, 2c.1,2d,SRV 2b, 7a)	Month	Target	Annual Goal	Annual Progress	
Reportable/Funded Enrollment	465	465	465	100%	
Disabilities	112 (YTD)	10%	10%	12%	
Over Income 101%-130% (up to 35%)	22	n/a	n/a	2%	
Over Income 131% and up (up to 10%)	80	n/a	n/a	8%	

Home Visiting Program (SRV 2cc, 7a)	Monthly	Year-To- Date	Annual Goal (Contract Limit 310)	Annual Progress (Calendar)	Annual Progress (Program Year)
Enrollment	232	365	308	64%	119%

Central Kitchen	Total Meals Delivered		Breakfast	Lunch	Snack
Meals and Snacks	39,166		13,053	13,060	13,053

Child and Adult Care Food Program (CACFP) (Note: The data represents information from May 2025)	Total Meals Delivered		Meals Allocated (CACFP/HS)	# of Meals Served	% of Meals Served
Meals and Snacks (SRV 5ii)	64,107		47,214/4,927	64,107	81%
Eligbility Determination (SRV 7b) (January 2025-December 2025)	122	746			
Total Community Services	**122**	**746**			

Explanation (Over/Under Goal Progress)

For June 2025, our Part-Year centers were closed for summer break. We are currently working on our goal to meet full enrollment for the new school year.

Progress Towards Goal

Goal IV: School readiness: Increase families and staff capacity to support children's school readiness and to implemdent a quality program by enhancing an inclusive environment to strengthen teach and child interactions.	Objective B: The program will develop dual-language framework and will strengthen the ability of staff to work with dual-language learners. Progress: Pre-school staff training for dual language will be developed and implemented by Fall 2025.

Program Description

1. June 4, 2025 – Intake Clinic, 9am – 3pm, 18th Street
2. June 5, 2025 – Outreach: Rosamond, Delano and Broadway
3. June 9, 2025 – Children's Mobile Immunization Program, Jefferson /MLK Pool
4. June 11, 2025 – Intake Clinic, 9am – 3pm, 18th Street
5. June 12, 2025 – Outreach: Tehachapi, Vineland, Alberta Dillard and Fairfax
6. June 16, 2025 – Children's Mobile Immunization Program, Jefferson/MLK Pool
7. June 18, 2025 – Intake Clinic, 9am – 3pm, 18th Street
8. June19, 2025 – Outreach: Rosemond, Delano, and Broadway
9. June 23, 2025 – Children's Mobile Immunization Program, Jefferson/MLK Pool
10. June 25, 2025 – intake Clinic, 9am – 3pm, 18th Street
11. June 26, 2025 – Outreach: Tehachapi, Vineland, Alberta Dillard and Fairfax
12. Summer fun activities have been in full swing at our centers, with children learning about pet care and gardening. Many of our centers also hosted end-of-year celebrations for children and families.
13. As we prepare for the new school year, our School Readiness goals have been approved by the Board of Directors and are currently being printed.
14. In July, we transition to a focus on Social Emotional Development, continuing our commitment to supporting the whole child.

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Month	Jul-25	Program/Work Unit	Head Start Preschool & Early Head Start
	Head Start/State Child Development Division/ Yolanda Gonzales	Enrollment and Attendance Manager	
Division/Director			Carol Hendricks
Reporting Period	July 1, 2025 - July 30, 2025		

Program Description

Head Start provides high-quality, early childhood education to children ages zero to five years old through part-day, full-day, and home- based options. The program has a holistic approach, not only addressing the needs of the child but teaching parents to become advocates and skilled providers for their children through its Parent Policy Council and Family Engagement programs. CAPK offers Head Start and Early Head Start services throughout Kern and San Joaquin counties.

Early Head Start (ages 0-3) (FNPI 2a, 2b, 2c, 2c.1,2d, SRV 2b, 7a)	Month	Target	Annual Goal	Annual Progress	
Reportable/Funded Enrollment	682	753	753	91%	
Disabilities	129 (YTD)	10%	10%	20%	
Over Income 101%-130% (up to 35%)	17	n/a	n/a	2%	
Over Income 131% and up (up to 10%)	56	n/a	n/a	8%	
Head Start Preschool (ages 3-5) (FNPI 2a, 2b, 2c, 2c.1,2d,SRV 2b, 7a)	Month	Target	Annual Goal	Annual Progress	
Reportable/Funded Enrollment	397	465	465	85%	
Disabilities	32 (YTD)	10%	10%	8%	
Over Income 101%-130% (up to 35%)	4	n/a	n/a	1%	
Over Income 131% and up (up to 10%)	23	n/a	n/a	6%	
Home Visiting Program (SRV 2cc, 7a)	Monthly	Year-To- Date	Annual Goal (Contract Limit 310)	Annual Progress (Calendar)	Annual Progress (Program Year)
Enrollment	214	214	308	100%	69%
Central Kitchen	Total Meals Delivered		Breakfast	Lunch	Snack
Meals and Snacks	40,296		13,432	13,432	13,432
Child and Adult Care Food Program (CACFP) (Note: The data represents information from June 2025)	Total Meals Delivered		Meals Allocated (CACFP/HS)	# of Meals Served	% of Meals Served
Meals and Snacks (SRV 5ii)	46,918		30,839/4,081	46,918	74%
Eligbility Determination (SRV 7b) (January 2025-December 2025)	81	978			
Total Community Services	81	978			

Explanation (Over/Under Goal Progress)

For July 2025, our Part-Year centers were closed for summer break. We are currently working on our goal to meet full enrollment for the new school year.

Progress Towards Goal

Goal IV: School readiness: Increase families and staff capacity to support children's school readiness and to implement a quality program by enhancing an inclusive environment to strengthen teacher and child interactions.	Objective C: The program will elevate children's social-emotional development and strengthen teacher-child interactions. Progress: The second annual Family Workshop is scheduled to take place in the Fall of 2025.

Program Description
1. July 2, 2025 – Intake Clinic, 9am – 3pm, 18th Street
2. July 3, 2025 – Outreach: Rosamond, Delano and Broadway
3. July 7, 2025 – Children's Mobile Immunization Program, Jefferson /MLK Pool
4. July 9, 2025 – Intake Clinic, 9am – 3pm, 18th Street
5. July 10, 2025 – Outreach: Tehachapi, Vineland, Alberta Dillard and Fairfax
6. July 14, 2025 – Children's Mobile Immunization Program, Jefferson/MLK Pool
7. July 16, 2025 – Intake Clinic, 9am – 3pm, 18th Street
8. July17, 2025 – Outreach: Rosemond, Delano, and Broadway
9. July 21, 2025 – Children's Mobile Immunization Program, Jefferson/MLK Pool
10. July 23, 2025 – Intake Clinic, 9am – 3pm, 18th Street
11. July 24, 2025 – Outreach: Tehachapi, Vineland, Alberta Dillard and Fairfax
12. July 28, 2025 – Children's Mobile Immunization Program, Jefferson/MLK Pool
13. July 30, 2025 – Intake Clinic, 9am – 3pm
14. Our Early Head Start classrooms are wrapping up the Balls guide and our Head Start classrooms are wrapping up the tubes and tunnels study as we prepare the transition to the Social Emotional domain reviewing feelings, emotions, classroom expectations and daily routines.
15. The Fall DRDP assessments started for children enrolled in our full year classrooms and will continue through the first 60 days of enrollment.
16. Our mentor coaches return on Monday, August 4th and mentoring sessions for our teachers will soon begin.

Program Performance Summary Report

To: Authorizing Official/Board Chairperson

Mr. Fred Plane

Community Action Partnership of Kern

1300 18th St

Ste 200

Bakersfield, CA 93301 - 4510

From: Responsible HHS Official

Date: 05/16/2025

Tala Hooban

Deputy Director, Office of Head Start

From May 5, 2025 to May 7, 2025, the Administration for Children and Families (ACF) conducted a Focus Area One (FA1) monitoring review of Community Action Partnership of Kern. This report contains information about the grant recipient's performance and compliance with the requirements of the Head Start Program Performance Standards (HSPPS) or Public Law 110-134, Improving Head Start for School Readiness Act of 2007.

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

Please contact the OHS Oversight Division at ohsmonitoringteam@acf.hhs.gov with any questions or concerns you may have about this report.

DISTRIBUTION OF THE REPORT

Copies of this report will be distributed to the following:

Ms. Heather Wanderski, Regional Program Manager

Mr. Jeremy Tobias, Chief Executive Officer/Executive Director

Mrs. Yolanda Gonzales, Head Start Director

Mrs. Yolanda Gonzales, Early Head Start Director

Grant(s) included as part of this review

Grant Recipient Name	Grant Number(s)
Community Action Partnership of Kern	09CH012489

Glossary of Terms

Term	Definition
Area of Concern (AOC) 🔊	An area in which the agency needs to improve performance. This status is considered additional feedback and should be discussed with the agency's Regional Office for possible technical assistance.
Area of Noncompliance (ANC) ⚠	An area in which the agency is out of compliance with Federal requirements (including but not limited to the Head Start Act or one or more of the regulations) in one or more areas of performance. This status requires a written timeline of correction and possible technical assistance or guidance from the agency's program specialist. If not corrected within the specified timeline, this status becomes a deficiency.

Deficiency ⚠	As defined in the Head Start Act, the term "deficiency" means:
	
	(A) a systemic or substantial material failure of an agency in an area of performance that the Secretary determines involves:
	
	    (i) a threat to the health, safety, or civil rights of children or staff;
	    (ii) a denial to parents of the exercise of their full roles and responsibilities related to program operations;
	    (iii) a failure to comply with standards related to early childhood development and health services, family and community partnerships, or program design and management;
	    (iv) the misuse of funds received under this subchapter;
	    (v) loss of legal status (as determined by the Secretary) or financial viability, loss of permits, debarment from receiving Federal grants or contracts, or the improper use of Federal funds; or
	    (vi) failure to meet any other Federal or State requirement that the agency has shown an unwillingness or inability to correct, after notice from the Secretary, within the period specified;
	(B) systemic or material failure of the governing body of an agency to fully exercise its legal and fiduciary responsibilities; or
	(C) an unresolved area of noncompliance.

How To Read This Report

The Focus Area One (FA1) report includes the following sections:

- **Program Overview** provides a summary describing the grant recipient.
- **Performance Summary** provides a table view of compliance by Performance Area.
- **Review Details** provides details on the grant recipient's performance in each Content Area, Performance Area, and Performance Measure. The following icons may be used in this section to describe the grant recipient's performance:

Icon	Description
✔	Compliant (C)
🔊	Area of Concern (AOC)
⚠	Area of Noncompliance (ANC)/ Deficiency (DEF)

Program Overview

Since 1965, Community Action Partnership of Kern has supported families from its rural catchment area in the central valley of California. The grant recipient is funded to provide 1,689 children and expectant families with Head Start and Early Head Start services. Children are offered home-based, family child care, and part- and full-day center-based options.

Performance Summary

This section contains an overview of the grant recipient's performance determined through this review. Detailed information can be found in the Review Details section.

Content Area	Performance Area	Grant Number(s)	Review Outcome	Applicable Standards	Timeframe for Correction
Program Design, Management, and Improvement	-	09CH012489	Compliant	-	-
Education and Child Development Services	-	09CH012489	Compliant	-	-
Health Services	Child Health and Oral Health Status and Care	09CH012489	Area of Concern	-	Follow up with Regional Office for support
Family and Community Engagement	Supporting Family Well-Being and Family Engagement	09CH012489	Area of Concern	-	Follow up with Regional

Services					Office for support
Fiscal Infrastructure	-	09CH012489	Compliant	-	-
Eligibility, Recruitment, Selection, Enrollment, and Attendance	-	09CH012489	Compliant	-	-

Review Details

This section of the report provides details on the grant recipient's performance in each Content Area, Performance Area, and Performance Measure.

- Each Performance Area includes the compliant Performance Measures monitored in this review.
- If there are any findings or Areas of Concern, they will be listed within that Performance Area.

Program Design, Management, and Improvement

The table below summarizes the performance within the Content Area. Beneath the table is a list of all Performance Areas and compliant Performance Measures monitored in this Content Area, with details on findings or Areas of Concern, as applicable.

Performance Area	Compliant	Finding	Area of Concern
Program Design and Strategic Planning	C		
Program Governance	C		
Staffing and Staff Member Supports	C		

Performance Area: Program Design and Strategic Planning

✔ Compliance Information

During the review event the OHS monitoring team identified the following Performance Measures as compliant:

- The grant recipient's program structure and systems are designed to be responsive to community needs and are informed by community strengths and resources.
- The grant recipient has an established process for using data to monitor performance and progress toward goals and to inform continuous improvement.

Performance Area: Program Governance

✔ Compliance Information

During the review event the OHS monitoring team identified the following Performance Measures as compliant:

- The grant recipient establishes program governance with sufficient expertise and representation that supports effective program oversight and engagement with families and the community.
- The grant recipient has strategies to support collaboration across program staff members, the governing body, and the policy council to facilitate effective program governance.

Performance Area: Staffing and Staff Member Supports

✔ Compliance Information

During the review event the OHS monitoring team identified the following Performance Measures as compliant:

- The grant recipient's leadership and management team has clearly defined, manageable roles and responsibilities and the appropriate experience to execute Head Start program operations.
- The grant recipient has a defined approach for ongoing supervision and support of staff members.

Education and Child Development Services

The table below summarizes the performance within the Content Area. Beneath the table is a list of all Performance Areas and compliant Performance Measures monitored in this Content Area, with details on findings or Areas of Concern, as applicable.

Performance Area	Compliant	Finding	Area of Concern
Curricula, Screening, and Assessment Tools	C		
Teaching Strategies and Learning Environments	C		
Qualifications, Professional Development, and Coaching	C		

Performance Area: Curricula, Screening, and Assessment Tools

✔ *Compliance Information*

During the review event the OHS monitoring team identified the following Performance Measures as compliant:

- The grant recipient uses research-based and culturally appropriate curricula to support child outcomes.
- The grant recipient uses appropriate screening tools to refer children for evaluation as indicated.
- The grant recipient uses appropriate ongoing child assessment tools to support children's progress and to individualize for every child.

Performance Area: Teaching Strategies and Learning Environments

✔ *Compliance Information*

During the review event the OHS monitoring team identified the following Performance Measures as compliant:

- The grant recipient's staff members identify effective teaching strategies that are responsive to children's needs.
- The grant recipient develops engaging learning environments that promote healthy development for children.
- The grant recipient uses home visits and group socializations to promote parent engagement and extend children's learning.

Performance Area: Qualifications, Professional Development, and Coaching

✔ *Compliance Information*

During the review event the OHS monitoring team identified the following Performance Measures as compliant:

- The grant recipient has qualified education staff members.
- The grant recipient establishes a professional development system to support delivery of quality education and child development services.
- The grant recipient uses a research-based coaching strategy to support education staff members in using effective teaching practices.

Health Services

The table below summarizes the performance within the Content Area. Beneath the table is a list of all Performance Areas and compliant Performance Measures monitored in this Content Area, with details on findings or Areas of Concern, as applicable.

Performance Area	Compliant	Finding	Area of Concern
Child Health and Oral Health Status and Care			AOC
Mental Health and Social and Emotional Well-Being	C		
Safe and Sanitary Environments	C		

Performance Area: Child Health and Oral Health Status and Care

Area of Concern Information

The monitoring review found the following Area(s) of Concern that reflect areas of performance that are at risk of becoming noncompliant in subsequent reviews. This additional feedback should be addressed to support compliance in this Performance Area.

- The grant recipient should improve its efforts to obtain medical and oral health determinations from a health care professional for all children within 90 calendar days after the children first attend the program.

    - The grant recipient should continue to explore strategies to mitigate barriers to the timely collection of health determinations.

Performance Area: Mental Health and Social and Emotional Well-Being

Compliance Information

During the review event the OHS monitoring team identified the following Performance Measures as compliant:

- In partnership with a qualified mental health consultant, the grant recipient develops a positive program environment that promotes the mental health and social and emotional well-being of children.
- The grant recipient develops practices that prohibit the use of expulsion and severely limit suspension.

Performance Area: Safe and Sanitary Environments

Compliance Information

During the review event the OHS monitoring team identified the following Performance Measures as compliant:

- The grant recipient completes background checks prior to hire for all staff members.
- The grant recipient has an approach to maintain safe environments through staff member training and ongoing oversight of facilities, equipment, and materials.

Family and Community Engagement Services

The table below summarizes the performance within the Content Area. Beneath the table is a list of all Performance Areas and compliant Performance Measures monitored in this Content Area, with details on findings or Areas of Concern, as applicable.

Performance Area	Compliant	Finding	Area of Concern
Supporting Family Well-Being and Family Engagement			AOC
Family Partnerships	C		
Promoting Strong Parent-Child Relationships and Engagement in Children's Learning	C		
Community Partnerships	C		

Performance Area: Supporting Family Well-Being and Family Engagement

Area of Concern Information

The monitoring review found the following Area(s) of Concern that reflect areas of performance that are at risk of becoming noncompliant in subsequent reviews. This additional feedback should be addressed to support compliance in this Performance Area.

- The grant recipient should improve its efforts to ensure all family services staff members have the required qualifications within 18 months of hire.

  - The grant recipient indicated that of its 52 family services staff members, 1 hired in January 2017 had not obtained the required credential.
  - The program should continue supporting the family services staff member in obtaining their certification.

Performance Area: Family Partnerships

Compliance Information

During the review event the OHS monitoring team identified the following Performance Measures as compliant:

- The grant recipient develops a family partnership process that supports family-driven goals.

Performance Area: Promoting Strong Parent-Child Relationships and Engagement in Children's Learning

Compliance Information

During the review event the OHS monitoring team identified the following Performance Measures as compliant:

- The grant recipient builds on parents' knowledge and offers parents the opportunity to practice parenting skills.

Performance Area: Community Partnerships

Compliance Information

During the review event the OHS monitoring team identified the following Performance Measures as compliant:

- The grant recipient develops community partnerships that meet the needs and interests of families.

Fiscal Infrastructure

The table below summarizes the performance within the Content Area. Beneath the table is a list of all Performance Areas and compliant Performance Measures monitored in this Content Area, with details on findings or Areas of Concern, as applicable.

Performance Area	Compliant	Finding	Area of Concern
Budget Development, Implementation, and Oversight	C		
Comprehensive Financial Management Structure and System	C		

Performance Area: Budget Development, Implementation, and Oversight

✔ *Compliance Information*

During the review event the OHS monitoring team identified the following Performance Measures as compliant:

- The grant recipient establishes a transparent, data-informed process to develop and maintain a budget that aligns with program goals and circumstances.

Performance Area: Comprehensive Financial Management Structure and System

✔ *Compliance Information*

During the review event the OHS monitoring team identified the following Performance Measures as compliant:

- The grant recipient develops a system for maintaining financial records and generating information needed to manage and safeguard Federal funds.
- The grant recipient develops a system to ensure effective control over all funds, property, and assets to avoid theft, fraud, waste, and abuse.
- The grant recipient develops a system to ensure that only allowable costs are charged to the Head Start award in accordance with Federal statutes, regulations, and the terms and conditions of the Federal award.

Eligibility, Recruitment, Selection, Enrollment, and Attendance

The table below summarizes the performance within the Content Area. Beneath the table is a list of all Performance Areas and compliant Performance Measures monitored in this Content Area, with details on findings or Areas of Concern, as applicable.

Performance Area	Compliant	Finding	Area of Concern
Recruitment	C		
Selection	C		
Eligibility	C		
Enrollment	C		

Performance Area: Recruitment

✔ *Compliance Information*

During the review event the OHS monitoring team identified the following Performance Measures as compliant:

- The grant recipient uses knowledge about the community it serves to develop its recruitment strategy to locate the families with the greatest need.

Performance Area: Selection

✔ *Compliance Information*

During the review event the OHS monitoring team identified the following Performance Measures as compliant:

- The grant recipient uses knowledge about the community it serves to develop its selection criteria.

Performance Area: Eligibility

✔ *Compliance Information*

During the review event the OHS monitoring team identified the following Performance Measures as compliant:

- The grant recipient has an established process for enrolling eligible families and supporting compliance with eligibility requirements.

Performance Area: Enrollment

✔ *Compliance Information*

During the review event the OHS monitoring team identified the following Performance Measures as compliant:

- The grant recipient develops a process to maintain full enrollment and track current enrollment, including the percentage of enrolled children eligible for services under the Individuals with Disabilities Education Act (IDEA).

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

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 Understand and Label Emotions

Brooke Brogle, Alyson Jiron & Jill Giacomini

You can help your child expand her emotional vocabulary by teaching her words for different feelings. Once she knows and understands these words you can help her to label her own feelings and the feelings of others. For example, do you remember a time when your child had a meltdown at the grocery store or other public place? Perhaps you tried soothing your child by telling her to "calm down" and felt confused and unsure of what to do next when she continued the tantrum. Next time you can better help your child understand and deal with the emotions she is feeling by saying, "You look sad and disappointed. Sometimes I feel that way too. I wonder what we can do to feel better?" Teaching your child about her emotions can be a fun and rewarding experience and prevent challenging behavior from occurring in the first place.

🏠 Try This at Home

- Simply state how your child is feeling. "You look really excited! I see your eyes are big and your mouth is open."
- State how others are feeling, "Wow, that little boy is really mad. I see he is crying and making fists with his hands. I wonder why?"
- State how you are feeling. "I am really frustrated that the lawn mower is broken. I think I'm going to take a break and come up with some solutions to this problem."
- Use books as teaching tools. There is a huge selection of children's books that focus on emotional literacy. Visit http://csefel.vanderbilt.edu/resources/strategies.html#list where you will find a book list, book activities and other resources for teaching emotional literacy.

📚 Practice at School

Talk with your child's teachers to see how they are teaching your child about emotions at school. Many emotions are seen and experienced at school. With adult help, children are taught how emotions look and feel on their bodies. Through books and real experiences, teachers show that a child looks sad because he is crying or mad because her fists are tight. As children begin to recognize what emotions look like, they can begin to manage their own emotions and show empathy toward others.

💡 The Bottom Line

Children with a strong emotional vocabulary:

- Tolerate frustration better
- Get into fewer fights
- Engage in less destructive behavior
- Are healthier
- Are less lonely
- Are less impulsive
- Are more focused
- Have greater academic achievement

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IDEAs that Work
Office of Special Education Programs

Emociones

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 niño a comprender y nombrar los sentimientos

Brooke Brogle, Alyson Jiron & Jill Giacomini

Usted puede ayudar a su niño a expandir su vocabulario emocional enseñándole las diferentes palabras para describir diferentes sentimientos. Una vez que conozca y comprenda estas palabras usted le puede ayudar a nombrar sus propios sentimientos y los sentimientos de los demás. Por ejemplo, ¿Recuerda usted alguna vez cuando su hijo tuvo una crisis en el supermercado u otro lugar público? Quizás usted intentó calmarlo diciéndole "tranquilízate" y se sintió confundido e inseguro de qué hacer después si continuaba con su berrinche. La próxima vez usted puede ayudar de mejor manera enseñándole a su niño a comprender y afrontar las emociones que está sintiendo diciéndole, "Te vez triste y decepcionado. A veces yo también me siento así. ¿Me pregunto que podríamos hacer para sentirnos mejor?" Enseñarle a su hijo sobre sus sentimientos puede ser una experiencia divertida y gratificante y puede prevenir que se presente la conducta desafiante en primer lugar.

Pruebe esto en casa

- Simplemente declare lo que su niño está sintiendo. "¡Te ves realmente emocionado!" "Veo que tus ojos están muy grandes y tu boca esta abierta."

- Declare cómo se sienten los demás, "Guau, ese pequeñín realmente está enojado. Veo que está llorando y empuñando sus manos. ¿Me pregunto por qué?"

- Describa cómo se está sintiendo usted. "Me siento muy frustrado porque la cortadora de grama está rota. Creo que me voy a tomar un descanso para ver si encuentro una solución para este problema."

- Utilice libros como herramientas de enseñanza. Existe una gran selección de libros infantiles que se enfocan en la alfabetización emocional. Visite el sitio, *http://challengingbehavior.cbcs.usf.edu/Implementation/family.html*, donde usted encontrará una lista de libros, actividades y otros recursos para la enseñanza de la alfabetización emocional.

Practique en la escuela

Hable con el maestro de su niño para ver cómo le están enseñando a su niño sobre los sentimientos en la escuela. Muchos sentimientos son vistos y experimentados en la escuela. Con la ayuda de los adultos, se les enseña a los niños cómo se ven y se sienten los sentimientos en sus cuerpos. A través de los libros y experiencias de la vida, los maestros indican que un niño está triste porque está llorando o enojado porque sus manos están empuñadas. A medida que los niños inician a reconocer cómo se ven las emociones, ellos pueden comenzar a manejar sus propios sentimientos y mostrar comprensión hacia los demás.

La conclusión

Los niños con un vocabulario emocional firme:

- Toleran mejor la frustración
- Se involucran en menos peleas
- Se inmiscuyen menos en conductas destructivas
- Son más saludables
- Son menos solitarios
- Son menos impulsivos
- Se enfocan más
- Tienen un mejor desempeño académico

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IDEAs that Work
Office of Special Education Programs

OFFICE OF HEAD START

ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-OHS-PI-25-02	2. Issuance Date: 07/29/2025
	3. Originating Office: Office of Head Start	
	4. Key Words: Nutrition; Healthy Eating	

PROGRAM INSTRUCTION

TO: All Head Start Recipients

SUBJECT: One-time Supplemental Funds for Nutrition and Healthy Eating for Head Start Children and Families

INSTRUCTION:

This Program Instruction (PI) outlines the process for Head Start grant recipients to request supplemental funds to promote nutrition services and healthy eating for enrolled children and families. The PI is also intended to assist programs in determining allowable uses of funds to meet program needs.

As affirmed in **ACF-OHS-IM-25-03**, Head Start programs play a critical role in ensuring children and families have access to comprehensive nutrition services and a variety of nutrient-dense food, including whole grains, fresh fruits, and vegetables, while reducing intake of ultra-processed foods and added sugars. Access to healthy foods and other nutrition services help children grow, develop, and learn. Healthy nutrition is essential for brain development and provides children with the energy needed to stay active and focused throughout the program day. A balanced diet and physical activity help strengthen a child's immune system, reducing the risk of infections and illnesses. They also prevent childhood obesity, which can lead to chronic diseases such as heart disease and diabetes.

Some Head Start programs have shared that a lack of funding can be a barrier to improving or expanding their nutrition services and support for healthy eating. In response to this feedback, the Office of Head Start (OHS) is making available this opportunity for one-time supplemental funding. The scope and size of the improvements that programs may want to make to their nutrition services will vary and OHS recognizes it cannot anticipate all circumstances in which these supplemental funds may be needed. Based on recipient feedback on both promising practices for and common barriers to implementing robust nutrition and health services for children and families, this PI provides a non-exhaustive list of allowable uses of funds for programs' consideration.

Examples of Allowable Uses of Supplemental Funds

Head Start programs have many options for integrating creative approaches to nutrition services. The activities outlined below meet the programmatic purposes and goals of the Head Start mission and are allowable under the relevant statutory and regulatory requirements. The following is not a list of required activities, but rather a list of allowable activities that program administrators may consider in addressing the unique circumstances in their communities related to promoting nutrition services and healthy eating. Head Start funds must be used in ways that comply with the Head Start Program Performance Standards (Performance Standards). These Performance Standards emphasize the importance of providing materials, activities, and environments that meet the safety guidelines for young children and consider the age and developmental stage of children. Please note, a multi-disciplinary approach to nutrition and healthy eating may include multiple activities, and the examples of allowable activities listed below are intended to be reflective of non-recurring expenses that would be appropriate uses of one-time supplemental funds. OHS expects that programs leverage multiple sources of funding to support the

ongoing provision of comprehensive nutrition services. Under **45 CFR §1302.44(b)**, a program must use funds from U.S. Department of Agriculture (USDA) Food, Nutrition, and Consumer Services Child Nutrition programs as the primary source of payment for meal services. Head Start funds may be used to cover those allowable costs not covered by the USDA. Applicants for proposed funding must demonstrate that they have not received duplicative funding for proposed expenses from another federal funding source, including USDA grant programs such as the School Equipment Grant (**National School Lunch Program Equipment Assistance Grants**) or the **Patrick Leahy Farm to School program**. Additionally, applicants must demonstrate that proposed expenses are not duplicative of funds received through the USDA's Special Supplemental Nutrition Program for Women, Infants, and Children (WIC). Applications should be specifically tied to nutrition and health outcomes for children and families, including enhancing healthy nutrition practices for participating families and children.

- **Food Service Upgrades**
  - Modernization of kitchen facilities and related upgrades to ensure safe food preparation and storage, and opportunities to prepare fresh, whole foods on-site.
  - Procurement of fresh, locally sourced, and nutritious food items, which may include transportation costs for delivering fresh ingredients to centers.
  - Designated breastfeeding spaces, such as lactation rooms and breast milk storage at center-based programs to provide private and sanitary spaces for breastfeeding mothers.
  - Programs receiving funding for facility renovations must follow all requirements for recording notices of federal interest as outlined in **45 CFR §1303.46**.

- **Materials, Supplies, and Equipment**
  - Materials and equipment for center-based, home-based, or family child care activities focused on healthy eating, such as cooking demonstration kits or supplies to create community or family gardens, greenhouses, and Indigenous seed hubs.
  - Commercial-grade appliances (refrigerators and freezers for safe food storage; ovens, stoves, and microwaves for on-site meal preparation; dishwashers for sanitizing utensils and dishes).
  - Food preparation tools, cookware and bakeware, and storage containers.
  - Sanitation equipment and protective kitchen gear to ensure the safety of staff, children, and families during food preparation and cooking activities.
  - Breastfeeding supplies for use in Head Start facilities, such as breast pumps, nursing pads, storage containers, or comfortable nursing chairs for designated breastfeeding spaces specifically designed to encourage breast feeding.
  - Gardens or gardening supplies designed to foster farm-to-table strategies and ensure children are exposed to range of healthy food options through educational experiences.

- **Nutrition Education Resources**
  - Development of nutrition and breastfeeding education programming and curricula for children, families, and staff.
  - Training for staff on nutrition and breastfeeding best practices and dietary guidelines, aligned with USDA requirements and targeting improved outcomes for children and families.
  - Workshops, seminars, and community events for families on nutrition, breastfeeding, health, and wellness topics.
  - Healthy food during programming, including meals and snacks for children and families during parent and family engagement activities.
  - Building or enhancing partnerships around health and nutrition with local child care providers or other local resources families use for parenting supports.

- **Non-recurring Personnel Costs**
  - Consultations with specialized staff (such as registered dieticians or nutritionists) to develop and oversee meal plans that meet USDA guidelines and address the specific needs of children, such as special dietary needs, or provide nutrition counseling to families and staff.
  - Staff training and professional development, which may include nutrition education workshops to train staff on the importance of balanced diets and portion control, physical activity, and food safety, and how to prepare healthy meals and snacks efficiently. Staff training could also include sessions with mental health professionals to address emotional and behavioral challenges related to food insecurity

or unhealthy eating habits, and provide counseling to children and families on stress management and its impact on nutrition.

- Consultations with individuals who can promote physical activity and healthy lifestyle choices among children and staff, such as with **I Am Moving, I Am Learning**, or develop programming that integrate nutrition and wellness into daily routines.
- Community outreach coordinators to help programs set up partnerships with local farms, food banks, and health organizations to enhance nutrition services and organize events such as cooking classes and nutrition fairs for families.

Funding Requests

Grant recipients should engage in an assessment of programmatic and community nutrition and health needs that considers the immediate, interim, and long-term impacts and associated costs, understanding that one-time funds should be used for non-recurring expenses. If grant recipients pursue one-time supplemental funds to support personnel, for purposes such as those outlined above, we encourage consideration for whether these positions are short-term or if ongoing expenses can be built into program budgets moving forward. Application narratives must clearly delineate which of the following categories of funding are included in the request:

- Food Service Upgrades
- Materials, Supplies, and Equipment
- Nutrition Education Resources
- Non-Recurring Personnel Fees

Each proposed grant activity should have clear timelines for execution and completion. Project completion timelines, including major activities within each phase, need to be clearly stated in the application. For categories 2–4 above, applicants must limit proposed expenses to evidence-based interventions or training. As part of their applications, grant recipients should provide the research and evaluations for the interventions they intend to use and describe how they will maintain fidelity to the model described in the research. Additionally, as mentioned in the section above, applicants for proposed funding must demonstrate that they have not received duplicative funding for proposed expenses from another federal funding source, including USDA grant programs such as the School Equipment Grant (**National School Lunch Program Equipment Assistance Grants**) or the **Patrick Leahy Farm to School program**. Additionally, applicants must demonstrate that proposed expenses are not duplicative of funds received through the USDA's Special Supplemental Nutrition Program for Women, Infants, and Children (WIC).

Application Instructions

OHS is making funds available for nutrition and health supplements. **We encourage applications to be submitted as soon as possible, but no later than Friday, August 22 for the priority deadline. Applications will be reviewed on a rolling basis.** Applications may continue to be considered on a rolling basis after the priority deadline of Friday, August 22, if funds are available.

To be considered, grant recipients must apply for supplemental funds through an application in the Head Start Enterprise System (HSES). Applications should be submitted using the "Supplement – Nutrition" application amendment. Applications submitted for nutrition purposes using a different application type will not be considered for this opportunity. Supplemental applications should include the following:

- SF-424
- SF-424A
- Program Narrative
- Budget Narrative
- Governing Body and Policy Council Approvals (if not possible to include with the application submission, these may be submitted prior to awards being made)

None of the nutrition and health supplemental funds awarded to grant recipients will be included in the calculation of the grant recipient's base grant in subsequent fiscal years. Nutrition and health supplemental funds are not subject to the allocation requirement of **Sec. 640(a)** of the Head Start Act.

In addition to all the information included in this PI, grant recipients must also comply with all award terms and conditions.

Funding Considerations

OHS's priority is to promote high-quality nutrition services and healthy eating for enrolled children and families in Head Start programs. Awards will be based on how effectively the proposed model design fits the needs of the community to be served. ACF reserves the right to deny funding to any applicant that is presently designated as "high risk," probationary, or not in good standing, or has been debarred or defunded by any state or federal agency.

Through this funding opportunity, OHS is interested in reaching areas of greatest nutritional needs to facilitate the enhancement of services for families who would most benefit from services. ACF reserves the right to prioritize organizations based on their ability to demonstrate their community's need and provide sustainable approaches toward the ongoing provision of comprehensive nutrition services.

For questions regarding nutrition and healthy eating needs, please contact **ohs_policy@acf.hhs.gov**. For assistance submitting the application in HSES, contact help@hsesinfo.org or 1-866-771-4737.

We are committed to supporting your program as we work together to promote nutrition and healthy eating for Head Start children and families.

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

/ Captain Tala Hooban /

Captain Tala Hooban
Acting Director
Office of Head Start

BrightLife Kids
A CalHOPE program by Brightline

888-275-5357
brightlife.kids/ca

Parenting is hard.
Coaching can help.

Expert behavioral health coaching — free for every California family with children ages 0–12.

Ser padre es difícil.
El coaching puede ayudar.

Coaching experto en salud conductual — gratuito para todas las familias en California con niños de 0 a 12 años.

All 100% paid for by the State of California
Servicio gratuito, pagado al 100% por el Estado de California

Receive coaching via live video or chat and browse an on-demand digital library anytime.

Coaching disponible por video en vivo o chat, además de acceso a una biblioteca digital bajo demanda.

BrightLife Kids coaches help with things like...

Ages 0–4

Milestones, sleep, and tantrums

Ages 5–8

Big feelings, friends, and self-esteem

Ages 9–12

Social media, peer pressure, and study skills

Los coaches de BrightLife Kids ayudan con...

Edades 0–4

Hitos del desarrollo, estrategias para dormir y comportamientos difíciles

Edades 5–8

Expresar grandes sentimientos, la amistad y autoestima

Edades 9–12

Redes sociales, presión social y habilidades de estudio

BrightLife Kids
A CalHOPE program by Brightline

888-275-5357
brightlife.kids/ca

CAPK Community Action Partnership of Kern **IS EXCITED TO RECOGNIZE**

The fight against food insecurity in Kern County

Press Conference
September 02

Community partners and staff will officially launch hunger action month with a press conference.

📍 **CAPK Food Bank**
1807 Feliz Dr. Bakersfield, Ca 🕐 **9-10am**

Community Blood Drive
September 05

Make a difference by giving the gift of life to a community member in need.

📍 **Corner of 18th & L St. across from Seqouia Sandwich Co.** 🕐 **9-10am**

Hunger Action Day
September 10

To bring awareness to those facing food insecurity in Kern County wear orange and share on social media with #CAPKHam

📍 **All of Kern County** 🕐 **All day**

KGET Food Drive & Luncheon
September 10

We're asking the community to look at their pantries and bring food donations to help us feed Kern County or grab a tri-tip lunch for the office.

📍 **Compassion Corner**
Corner of L and 22nd St. 🕐 **7am - 6pm**

Community Box Building Day
September 20

Grab your family, friends, and colleagues to help us build food boxes for seniors in need.

📍 **CAPK Food Bank**
1807 Feliz Dr. Bakersfield, Ca 🕐 **8-11am**

Feed the Need @ KC Fair
September 23

Join us for our Annual Feed the Need Food Drive at the Kern County Fair. Bring 6 cans per person and get in for free that night.

📍 **CAPK Food Bank**
1807 Feliz Dr. Bakersfield, Ca 🕐 **8-11am**

For detailed information: **CapK foundation.org/ham**
Contact Savannah Oates @ smaldonado@capk.org

I'M FIGHTING *Hunger* **IN KERN COUNTY**

BAKERSFIELD
RECREATION & PARKS
DISCOUNTED CPR & FIRST AID TRAINING

Thanks to a grant from American Red Cross $5 Pediatric First Aid, CPR/AED & Water Safety courses are now offered for parents, grandparents, expectant, parents, and childcare providers of children 17 and under.

COURSE INFORMATON

☑ **DATES: Sept 20, Oct 4, Nov 15**

☑ **LOCATION: Community House, 2020 R St, Bakersfield, CA 93301**

☑ **Registration opens Sept 2 @ 8 AM**

Must register in person at McMurtrey Aquatic Center only. Participants must be 12 years and older to participate. American Red Cross Certification will be issued upon passing the class.

For more information, please contact the McMurtrey Aquatic Center or visit the Recreation and Parks website:

📞 (661) 852-7430

🌐 www.bakersfieldparks.us

# BAKERSFIELD

RECREATION & PARKS

PRESENTS

MOVIES IN THE PARK

FREE TO THE PUBLIC

April 25
The Park at River Walk
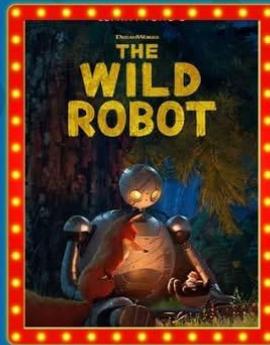
May 9
Wilson Park

June 6
Greystone Park

June 13
Saunders Park
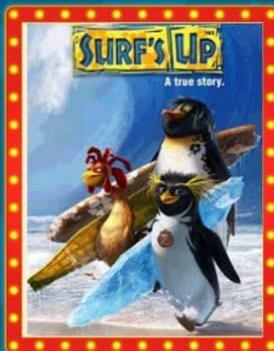
June 20
Bakersfield Sports
Village Stadium Field
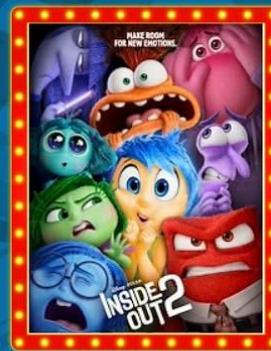
September 5
Mesa Marin
Sports Complex
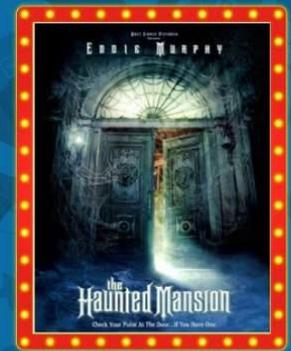
October 24
Silver Creek Park

MOVIES WILL BEGIN AT DUSK. BRING YOUR PICNIC GEAR, LAWN CHAIRS, BLANKETS, FAMILY AND FRIENDS!

For more information:
Call (661) 326-3866 or visit
www.bakersfieldparks.us

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RECRUITMENT
and
SELECTION PLAN

September 25, 2025

11:30 A.M.- 1:30 P.M.

PLEASE RSVP TO CAROL HENDRICKS AT
CHENDRI@CAPK.ORG

CAPK BOARD ROOM
1300 18th Street, Suite 200
BAKERSFIELD, CA 93301

KERN COUNTY VETERANS STAND DOWN

ALL VETERANS WELCOME!

The CAPK Veterans and Supportive Services Program (formerly CVAF) warmly invites you to the Annual Kern County Veterans Stand Down. This event offers veterans the opportunity to connect with community resources and support services.

Veterans Court
You must Register for Veterans Court with CAPK
07/14/25–08/29/25
1617 30th Street
Call (661)695-3626 or email info@capk.org

Transportation
Call (661)695-3626 or email info@capk.org

THURSDAY
OCTOBER
9TH

STRAMLER PARK
3805 CHESTER AVE.
BAKERSFIELD, CA 93301
8:00AM - 3:00PM

*No registration required to attend event, but all must provide documentation for proof of Veteran Status

capk Veterans & Supportive Services Program

CONDADO DE KERN RETIRARSE POR VETERANOS

¡TODOS LOS VETERANOS SON BIENVENIDOS!

El Programa de Servicios de Apoyo para Veteranos de CAPK (anteriormente CVAF) le invita cordialmente al evento anual de Veteranos del Condado de Kern. Este evento ofrece a los veteranos la oportunidad de conectarse con recursos y servicios de apoyo comunitarios.

Tribunal de Veteranos
Regístrate en CAPK 07/14/25–08/29/25
1617 Calle 30, Bakersfield, ca
llama (661)695-3626 o correo electronico a info@capk.org

Transporte

llama (661)695-3626 o correo electronico a info@capk.org

JUEVES
OCTUBRE
9EL

PARQUE STRAMLER
3805 AVENIDA CHESTER
BAKERSFIELD, CA 93301
8:00 A. M. - 3:00 P. M.

*No se requiere registro para asistir al evento, pero todos deben producir documentación como prueba de estatus de veterano.

capk *Veterans & Supportive Services Program*

PRESS RELEASE

TO: News Department
FROM: Jasmin LoBasso
             Director of Community Relations
             661.392.2000
             jlobasso@norrecreation.org

FOR IMMEDIATE RELEASE
July 23, 2025

SAVE THE DATE: NORTH OF THE RIVER TO LAUNCH FIRST-EVER PUBLIC DRONE SHOW THIS FALL
Saturday, October 11 – Polo Community Park

BAKERSFIELD, CA – Get ready to look up and be amazed as we honor the past and soar into the future! The North of the River Recreation & Park District (NOR) is proud to announce that its **70th Anniversary Festival** will feature Bakersfield's **first-ever public drone light show**.

This milestone event and unforgettable experience for all ages will take place on Saturday, October 11 at Polo Community Park. Admission is FREE! The Festival kicks off at 3pm with the drone show finale premiering at 7:30pm.

In addition to the high-flying finale, families can enjoy:

- All-ages carnival-themed games and activities
- Home Run Derby
- Live music from local favorite Mento Buru
- A community blood drive with Houchin Community Blood Bank
- Championship Cornhole Tournament
- Delicious food and snacks for sale
- Outdoor movie night
- …and more to be announced!

Want to play in the Championship Cornhole Tournament at the Festival? Qualifying rounds will take place at parks across the District throughout August and September. Register your team for $40 and compete for a shot at the title at the October Festival. Sign up at *NORfun.org*.

Sponsorship opportunities and community booths are still available. Get involved and help us celebrate 70 years!

Visit *NORfun.org* for more information about NOR programs and follow NOR on Facebook at *@NORfun*.
For additional info, please contact Jasmin LoBasso, Director of Community Relations at *jlobasso@norrecreation.org* or 661.392.2000.

###

ABOUT NOR: *The Mission of the North of the River Recreation and Park District is to provide recreation programs and facilities for the benefit of the North of the River community. The District encompasses 215 square miles, has a population of over 150,000 residents and includes six school districts within its boundaries. Each year, numerous classes and programs are offered for public participation.*

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

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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 transmissión de COVID-19 mientras los niños asisten a nuestros centros.
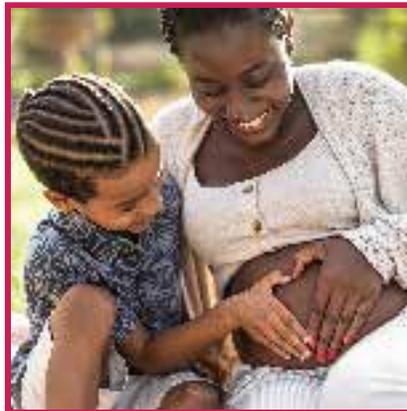
Hay varias opciones de programas que pueden adaptarse mejor en las necesidades de su familia:

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)

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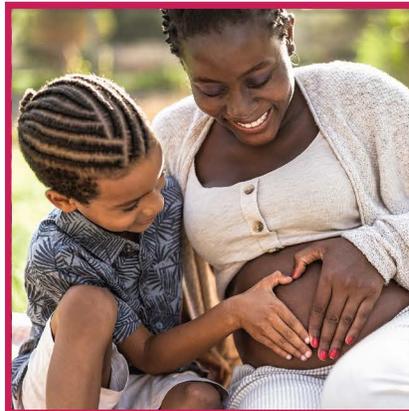
There are various program options that can best fit your family's needs:

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)

Community Action Partnership of Kern

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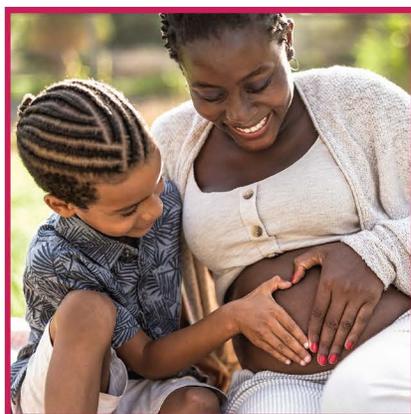
Hay varias opciones de programas que pueden adaptarse mejor en las necesidades de su familia:

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)

![CAPK Community Action Partnership of Kern logo]

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

¡APLICA AHORA escaneando esto!

[QR code]

(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.

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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.

PROPOSED Policy Council
BUDGET & FINANCE COMMITTEE
2024 – 2025 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 21, 2025
Tuesday, February 18, 2025
Tuesday, March 18, 2025
Tuesday, April 15, 2025
Tuesday, May 20, 2025
Tuesday, June 17, 2025
Tuesday, August 19, 2025
Tuesday, September 16, 2025
Tuesday, October 21, 2025
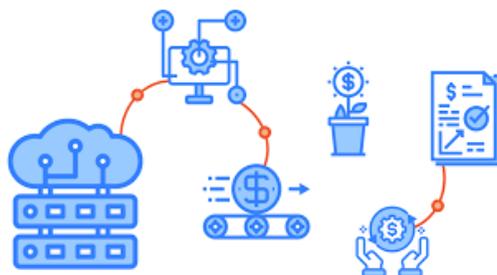
Approved: January 18, 2025

Policy Council
BYLAWS COMMITTEE
2025 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 4, 2025**~~
~~**Tuesday, April 1, 2025**~~
~~**Tuesday, June 3, 2025**~~
~~**Tuesday, August 5, 2025***~~
Wednesday, September 10, 2025
Tuesday, October 7, 2025

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

Approved: February 4, 2025
*Meeting was rescheduled to September

2024- 2025 Policy Council Planning Committee Monthly Meeting Schedule

All Meetings will be held <u>virtually</u> via Microsoft Teams on
the second Tuesday of the month at 5:30 p.m.

~~Tuesday, January 14, 2025~~
~~Tuesday, February 11, 2025~~
~~Tuesday, March 11, 2025~~
~~Tuesday, April 8, 2025~~
~~Tuesday, May 13, 2025~~
~~Tuesday, June 10, 2025~~
~~Tuesday, August 12, 2025~~
Tuesday, September 9, 2025
Tuesday, October 14, 2025

Meeting dates subject to change, upon agreement of the committee

Approved: January 14, 2025

2024-2025 Head Start
Policy Council Meeting Dates

~~Tuesday, November 28, 2024~~
~~Tuesday, December 17, 2024*~~
~~Tuesday, January 28, 2025~~
~~Tuesday, February 25, 2025~~
~~Tuesday, March 25, 2025~~
~~Tuesday, April 22, 2025~~
~~Tuesday, May 27, 2025~~
~~Tuesday, June 24, 2025~~
~~July – No Meeting~~
Tuesday, August 26, 2025
Tuesday, September 23, 2025
Tuesday, October 28, 2025

Policy Council Meetings are generally held at 5:30 p.m.

on the 4th Tuesday of the month.

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

Policy Council Approved: December 17, 2024