



## School Readiness Committee Meeting Agenda

Meeting held via Microsoft Teams:

Meeting ID: 262 872 989 299 05

Link: [School Readiness Committee Meeting](#)

March 19, 2026

5:30 p.m. – 6:15 p.m.

1. Welcome
2. Call to order
3. Roll call and establish quorum (half plus one)
4. Approval of Agenda
5. Approval of Minutes
6. Introduction of Guests
7. Public Forum  
*(The public wishing to address the Policy Council School Readiness Committee may do so at this time; however, the Committee will take no action other than referring the item to staff for study and analysis.)*
8. Presentation/Discussion Items–Maria Guadian, Support Services Manager
  - a) Supporting Parenting Roles in Transitions
  - b) Proposed School Readiness Committee Meeting Dates and Time– **ACTION ITEM**
9. Announcements
  - a) Next meeting date to be determined.
10. Meeting Adjourned

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*“Individual commitment to a group effort – that is what make a teamwork, a company work, a society work, a civilization work.” – Vince Lombardi*

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**Committee Chairperson** – Alejandra Verduzco  
Clarissa Mendoza, Frances Torres, Rebecca Castro  
Head Start / State Child Development  
661.336.5236

Community Action Partnership of Kern Head Start/State Child Development  
Policy Council School Readiness Committee Meeting Minutes  
February 19, 2026  
Audio Only: (213) 204-2374 Phone Conference ID: 290 217 102 845 82

**1. Welcome**

- a. School Readiness Subcommittee Sponsor, Cynthia Rodriguez, welcomed members to the meeting. Alejandra Verduzco, committee chairperson, also welcomed the committee members.

**2. Call to Order**

- a. Alejandra Verduzco called the meeting to order at 5:36 PM

**3. Roll Call and establish Quorum (half plus one)**

- a. Quorum was not established.
- b. Members Present: Clarrisa Mendoza, Frances Torres and Alejandra Verduzco.
- c. Members not present: Monique Silva, Rebecca Castro and Martiza Garcia

**4. Approval of Agenda**

- a. Quorum was not established and unable to move forward with approval of agenda.

**5. Introduction of Guests**

- a. Alejandra Versuzco introduced Cynthia Rodriguez and Roshi Strother, Education Managers.

**6. Public Forum**

*(The public wishing to address the Policy Council School Readiness Committee may do so at this time; however, the Committee will take no action other than referring the item to staff for study and a nalysis.)*

None

**7. Presentation / Discussion Items**

- a. Introduction and Ice breaker: Cynthia introduced herself and shared a little bit about herself. Cynthia invited each member in attendance to share their name, the center their child attends, and what they think School Readiness means. Cynthia shared what School Readiness means to the Office of Head Start.

- c. Education Team: Cynthia shared an overview of the education team and the specific tools (CLASS, ITERS, ECERC, DRDP) that are used to measure quality interactions, child development, and environments ensuring that we use the data to improve practices and strategies throughout the school year.
- d. Lesson Plans and Curriculum: Cynthia shared that the curriculum used by center base is Creative Curriculum and home base program uses Parents as Teachers. Cynthia also shared how families can be involved in planning activities for their children and engage in lesson planning. Cynthia shared the effective family activities that are available on the school readiness goals for them to implement at home.
- e. Assessment and Observations: Cynthia shared information about the DRDP assessment tool used three times a year to reflect on each child's learning. Cynthia shared that families are encouraged to capture observations to support the completion of the DRDP assessment tool and identify activities that they will do at home for the progress report completed after each assessment period.
- f. School Readiness: Rashi reminded committee members that they are their child's first teacher and that their home environment is the first classroom. Families are the leaders in providing school readiness for their children and we partner with them to provide effective practices and support the school readiness of the families as well. Rashi demonstrated practice with members for the domain of the month, Social Emotional.
- g. Lesson Planning and Observations: Rashi shared that parents are invited to support and give input with lesson planning and collecting observations for DRDP assessments. Parents are asked what they can implement at home and what they are working on in the home that can be implemented in lesson planning. Rashi reminded members that the study is given out via letter to show what Early Head Start and Head Start are learning in the classroom. Rashi reminded members to log lesson planning and activity time on their In-Kind sheets.
- h. Developmental Progress Report: Rashi shared a sample of the Child's Developmental Progress form with the members. Rashi shared that the progress report is completed three times per year, covering the child's strengths, what they are currently working on what the teachers are implementing to work with your child in the classroom, and how parents can support their child at home with their learning goals.
- g. Suggestions/Questions: Cynthia thanked all the members and asked if anyone had any questions.

## **8. Announcements**

- a. Cynthia Rodriguez announced that there is still room for guest readers if anyone was interested and she also shared the spirit week flyer in preparation for Read Across America week.

## **9. Adjournment**

The meeting was adjourned at 6:18 PM.

# Policy Council

## SCHOOL READINESS COMMITTEE

### 2025 – 2026 PROPOSED Meeting Dates

All meetings will be held on Microsoft Teams. As the meeting date approaches you will be sent a meeting invitation via email. In preparation for these subcommittee meetings please mark your calendar accordingly.

All meetings will begin at 5:30 p.m.

**Thursday, February 19, 2026**

**Thursday, March 19, 2026**

**Thursday, April 16, 2026**

**Thursday, May 21, 2026**

**Thursday, June 18, 2026**

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



Approved: