



DATE October 9, 2026
TIME 12:00 PM
LOCATION CAPK Administrative Office
Board Room
1300 18th Street, 3rd Floor
Bakersfield, CA 93301

Personnel Committee Agenda

1. Call to Order

2. Roll Call

Denise Boshers (Chair)
Rocio Munoz

Geovany Lizarraga
Gema Perez

3. Public Forum

The public may address the Committee on items not on the agenda but under the jurisdiction of the Committee. 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.

4. New Business

- a. 2027 Agency Holiday Schedule – **Action Item (p.2)**

Lisa McGranahan, Chief Human Resource Officer

- b. Head Start Personnel Update– Info **Item (p.3-4)**

Robert Espinosa, Program Design and Management Administrator

5. Committee Member Comments

6. Next Scheduled Meeting

Personnel Committee
12:00 pm
November 4, 2026
1300 18th Street, 3rd Floor
Bakersfield, CA 93301

7. Adjournment

This is to certify that this Agenda Notice was posted in the lobby of the CAPK Administrative Office at 1300 18th Street, Bakersfield, CA 93301, and online at www.capk.org by 12:00 pm, October 5, 2026, by Amber Jackson, Administrative Coordinator.



MEMORANDUM

To: Personnel Committee

From: Lisa McGranahan, Chief Human Resource Officer

Date: October 9, 2026

Subject: *Agenda Item 4a: 2027 Agency Holiday Schedule* - **Action Item**

Below is the Agency Holiday Schedule for 2027 for approval. Please note that the suggested dates for observation mirror Head Start's holidays and other major community partners in Kern County.

2027 Holiday Schedule

Date	Holiday
Friday, January 1, 2027	New Year's Day
Monday, January 18, 2027	Martin Luther King Jr. Day
Monday, February 8, 2027	Lincoln's Birthday
Monday, February 15, 2027	Presidents' Day
Monday, May 31, 2027	Memorial Day
Friday, June 18, 2027	Juneteenth
Monday, July 5, 2026	Independence Day
Monday, September 6 2027	Labor Day
Thursday, November 11, 2027	Veteran's Day
Thursday, November 25, 2027	Thanksgiving Day
Friday, November 26, 2027	Day After Thanksgiving
Thursday, December 23, 2027	Christmas Eve
Friday, December 24, 2027	Christmas Day
Thursday, December 30, 2027	New Year's Eve

Date	Holiday
Friday, December 31, 2027	New Year's Day

Recommendation:

Staff recommends the Personnel Committee approve the 2027 agency holiday schedule.



MEMORANDUM

To: Personnel Committee

From:  Jerry Meade, Assistant Director of Program

 Dr. Robert Espinosa, Program Design and Management

Date: Administrator October 9, 2026

Subject: *Agenda Item 4b: Head Start Personnel Update – Info Item*

The Head Start and State Child Development Division remains dedicated to providing regular updates on personnel matters and their impact on the Head Start program.

For the month of September 2026, the following information is provided to the Personnel Committee:

- 642 Staff employed.
- 58 Vacant Positions.
- Onboard 14 new staff members.
- Rehired 1 staff member.
- Thirteen (13) Resignations.
- Five (5) days of interviews for 6 open requisitions.

Job opportunities are continuously posted on the Head Start California website, accompanied by dedicated recruitment efforts for our direct service positions.

Attached is a document outlining the closed classrooms and current staff vacancies for both closed and open classrooms as of September 30, 2026.

Attachment:

Enrollment Staffing Data Sheet

Enrollment Staffing Data Sheet

Site	Funded	Reportable Enrollment	% Enrolled	Budgeted Staffed	Currently Staffed	Staff Vacancies	% Staffed
Alberta Dillard (PY)	34	35	103%	6	6	0	100%
Alicante	17	17	100%	3	3	0	100%
Angela Martinez EHS	24	20	83%	9	8	1	89%
Angela Martinez HS	81	46	57%	15	12	0	80%
Bakersfield College	32	31	97%				
Blanton	16	16	100%				
Broadway (PY)	34	29	85%	6	6	0	100%
California City (PY)	17	17	100%	2	2	0	100%
California Street	16	16	100%	6	6	0	100%
Cleo Foran EHS	8	10	125%	3	3	0	100%
Cleo Foran HS	15	17	113%	3	3	0	100%
Delano (PY)	60	49	82%	12	12	0	100%
Escuelita Hernandez	16	15	94%				
Fairfax (PY)	34	35	103%	6	6	0	100%
Family Childcare EHS	35	14	40%				
Family Childcare HS	22	16	73%				
Gianone	16	17	106%	6	6	0	100%
Harvey L. Hall EHS	68	62	91%	27	26	1	96%
Harvey L. Hall	68	58	85%	12	11	1	92%
Heritage (PY)	17	17	100%	2	2	0	100%
Kennedy HS	17	10	59%	3	0	3	0%
La Plaza	24	12	50%	9	8	1	89%
La Plaza HS	24	12	50%	6	1	5	17%
Lathrop	24	24	100%	9	9	0	100%
Lathrop HS	17	17	100%	3	3	0	100%
Lodi	24	23	96%	9	9	0	100%
M. Massei	24	24	100%	9	9	0	100%
M. Massei HS	17	17	100%	3	3	0	100%
MJM EHS	16	16	100%	6	6	0	100%
MJM HS	34	35	103%	6	6	0	100%
Oasis EHS (PY)	8	5	63%	3	2	1	67%
Oasis (PY)	34	26	76%	6	6	0	100%
Pete Parra EHS	48	46	96%	18	18	0	100%
Pete Parra HS	68	65	96%	12	12	0	100%
Primeros Pasos EHS	16	16	100%	6	6	0	100%
Primeros Pasos HS	51	32	63%	9	9	0	100%
Rosamond (PY)	51	27	53%	9	6	3	67%
San Diego EHS	32	34	106%	12	12	0	100%
Shafter EHS	24	22	92%	9	8	1	89%
Shafter	17	17	100%	3	3	0	100%
Stockdale HS	41	25	61%	12	10	2	83%
Sterling EHS	64	62	97%	24	24	0	100%
Sterling HS	51	52	102%	9	8	1	89%
Sunrise Villa (PY)	17	15	88%	3	3	0	100%
Taft (PY)	51	54	106%	9	9	0	100%
Taft College	22	11	50%				
Tehachapi (PY)	15	9	60%	2	2	0	100%
Tiny Powers	16	11	69%	6	6	0	100%
Tiny Powers HS	34	35	103%	6	5	1	83%
University Park	44	0	0%	9	0	9	0%
Vineland	17	17	100%	2	2	0	100%
Virginia	17	17	100%	2	2	0	100%
Home Base Kern 170	169	153	91%	17	15	0	88%
SJC EHS HB 70	70	54	77%	7	6	1	86%
Total	1828	1532	84%	371	340	31	92%

Closed Classrooms	Funded Enrollment	Staff Vacancies
Angela Martinez HS ~ 81		
Class E	15	1
La Plaza ~ 24		
Class B	12	3
SJC HB ~ 70		
Stockton 2	10	1
Stockdale ~ 54		
Class D	13	0
University Park ~ 44		
Class A	11	3
Class B	17	3
Class C	16	3
Classrooms Fully	Total Slots	Staff Vac.
9	79	13
Closed Enrollment	Slots 4%	Staff Vac. 41.94%
Open Enrollment	96%	58.06%

Funded Enrollment	1828	1532
		84%

Reportable Enrollment	1749	1532
		88%