

San Juan Unified School District
EARLY CHILDHOOD EDUCATION
HEAD START/EARLY HEAD START

POLICY COMMITTEE MINUTES

December 14, 2017

- I. Call to Order:** Ms. Carmen Gonzalez called the meeting to order at 9:05a.m.
- I. Welcome/Rules:**
- A. Welcome**
- B. Sharing & Celebrations:** Ms. Jowell Bell offered help to first home buyers and to anyone with questions about mortgage loans and refinancing. A flyer will be provided via email.
- C. Roll Call:** Ms. Gonzalez called the roll and a quorum was established.
- II. Consent Items:**
- A. Approval of Minutes of the October 19, 2017 and November 30, 2017 Regular meetings**
The minutes were reviewed. Ms. Gonzalez requested a correction to the November 30, 2017 minutes since item II. B. was identical to item II. B on the October 19, 2017 and November 30, 2017 minutes.
Moved/Altameemi second/Wells, to approve the October 19, 2017 and November 30, 2017 minutes.
Show of hands vote:
Aye: 10
Nay: 0
Abstention: 1 (Gonzalez)
- B. Treasurer's Report:** The report was reviewed.
Moved/Wells, second/Altameemi, to approve the Treasurer's report from November 2017.
Show of hands vote:
Aye: 11
Nay: 0
Abstention: 1 (Gonzalez)
- C. Fundraiser Approval:**
Moved/Jorgensen, second/Bell, to approve the Family Night Out fundraiser from Sunrise rooms 1 and 2.
Show of hands vote:
Aye: 12
Nay: 0
Abstention: 1 (Gonzalez)
- III. Action Items:**
- A. Closed Session – Personnel – Pursuant to Government Code Session 54957**
The board went into closed session at 9:25a.m. Ms. Gonzalez called the meeting back to order at 9:32a.m.
- B. Community Representative election:** No election.
Moved/Jorgensen, second/Wells to table the Community Representative election.
Show of hands vote:
Aye: 12
Nay: 0
Abstention: 1 (Gonzalez)

San Juan Unified School District
EARLY CHILDHOOD EDUCATION
HEAD START/EARLY HEAD START

POLICY COMMITTEE MINUTES

- C. Past Parent Representative election:** Carmen Gonzalez.
Moved/Van Scooter, second/Bell, to approve past parent representative.
Show of hands vote:
Aye: 12
Nay: 0
Abstention: 1 (Gonzalez)
- D. Policy Committee Executive Committee election:** Carmen Gonzalez – Chair, Dylan Wells – Co-Chair, Nicholas McKibben – Secretary, Jowell Bell- Treasurer, Fernando Alvares – Parliamentarian.
- E. SETA HS & EHS Policy Council election:** Shannon Pierce – Head Start, Coline Jorgensen – Head Start, Noor Altameemi – Early Head Start.
Moved/ Pierce, second/ Jorgensen to approve the Executive Committee and SETA HS & EHS Policy Council representatives.
Show of hands vote:
Aye: 11
Nay: 0
Abstention 1 (Gonzalez)
- F. Standing Committees and Conte Committees formed:** Budget Planning: Jowell Bell and Carmen Gonzalez. Personnel/Bylaws: Fernando Alvares, Dylan Wells and Carmen Gonzalez. Program Design and Management: Cynthia Berry, Shannon Pierce, Noor Altameemi and Nicholas Cody McKibben. Early Childhood Development and Health Services: Desiree Apgar and Devi Khatiwoda.
Moved/ Van Scooter, second/Jorgensen, to approve the Standing Committees.
Show of hands vote:
Aye: 11
Nay: 0
Abstention: 1 (Gonzalez)
- G. Self-assessment Plan:** Mr. Jim Walters explained the Self-assessment is a process the Head Start and Early Head Start programs will undergo to ensure the systems we have in place meet the Head Start Performance Standards. This assessment will also prepare the program for the upcoming federal review from the Office of Head Start this February. Mr. Walters thanked the representatives who volunteered to participate in the various Self-assessment groups.
Moved/Pierce, second/Apgar, to approve the Self-Assessment Plan.
Show of hands vote:
Aye: 11
Nay: 0
Abstention: 1 (Gonzalez)
- IV. Information**
- A. Family Resources** – No resources were shared. Mr. Jim Walters announced the School Community Worker scheduled to present was unable to attend.
- V. Fiscal/Enrollment Reports:** No questions or comments.
- VI. Reports to Policy Committee:**
- A. Chair Report/Executive Committee Report:** No report.
- B. Management:**

San Juan Unified School District
EARLY CHILDHOOD EDUCATION
HEAD START/EARLY HEAD START

POLICY COMMITTEE MINUTES

- 1. Program Manager –**
 - 2. HS/EHS Administrators/ECE Content Specialist: Management content reports**
 - **SETA Report:** No questions or comments.
 - **Job Openings:** No questions or comments.
 - C. Standing Committee Reports-**
 - i. SETA Policy Council report –** No report
 - D. School Board Report SPAC:** No report
 - E. Prototype Steering Committee Report:** Mr. Walters announced the next ECE Steering Committee Meeting will take place Friday, December 15.
 - F. Community Partner Reports:**
- VII. New Business:**
- VIII. Public Participation:**
- IX. Adjournment:** The meeting was adjourned at 10:51a.m.