

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

POLICY COMMITTEE MINUTES

September 20, 2018

- I. Call to Order:** Ms. Carmen Gonzalez called the meeting to order at 9:15am.
- II. Welcome/Rules**
- A. Welcome:** Ms. Carmen Gonzalez announced this will be her last year participating in the HS/EHS Policy Committee after 4 years of service.
- B. Sharing and Celebrations:**
Jennifer Souza asked how her classroom can fund field trips moving forward since her Teacher is no longer allowed to lead fund raisers.
Ms. Gonzalez, Ms. Jowell Bell and Ms. Desiree Apgar mentioned several field trip ideas that are free of cost.
Ms. Gonzalez reminded parents of the importance of choosing field trip locations according to the program curriculum.
Toni Cerniglia asked in regard to the status of a donation check she brought to the Early Childhood Education (ECE) office in August. Lydia Jay will follow up.
- C. Roll Call:** No roll call was provided to the Chair.
- III. Consent Items:**
- A. Approval of Minutes from April 19, 2018.**
The minutes were reviewed.
Moved/Liyas, second/Bell, to approve the April 19, 2018 minutes
No discussion
Show of hands vote:
Yay: 8
Nay: 0
Abstention: 1 (Gonzalez)
- B. Treasurer's Report:** No report was reviewed.
- IV. Action Items:**
- A. Approval of the job title and description for Classroom Non-Instructional Support Aide.**
Moved/Liyas, second/Bell, to approve the job title and description for Classroom Non-Instructional Support Aide
No discussion
Show of hands vote:
Yay: 8
Nay: 0
Abstention: 1 (Gonzalez)
- B. Closed Session – Personnel – Pursuant to Government Code Section 54957:** The committee went into closed session at 9:40a.m. Ms. Gonzalez called the meeting back to order at 9:46a.m.
- C. Adopting Ready Rosie Parenting Skills Curriculum for HS/EHS**
Moved/Haro, second/Apgar, to approve Ready Rosie Parenting Skills Curriculum for HS/EHS
No discussion
Show of hands vote:
Yay: 8
Nay: 0

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Abstention: 1 (Gonzalez)

D. Approval of HS/EHS 2.6% COLA (Cost of Living Adjustment) Application for Program Year 2018-19

Moved/Cerniglia, second/Apgar, to approve HS/EHS 2.6% COLA (Cost of Living Adjustment) Application for Program Year 2018-19

No discussion

Show of hands vote:

Yay: 8

Nay: 0

Abstention: 1 (Gonzalez)

E. Approval of HS/EHS Training & Technical Assistance 2.6% COLA:

Moved/Bell, second/Apgar, to approve HS/EHS Training & Technical Assistance 2.6% COLA

No discussion

Show of hands vote:

Yay: 8

Nay: 0

Abstention: 1 (Gonzalez)

F. Elect Past Parent Representatives:

Moved/Bell, second/Apgar, to approve Jan Haro and Tami Rebello as past Parent Representatives

No discussion

Show of hands vote:

Yay: 8

Nay: 0

Abstention: 1 (Gonzalez)

G. Elect Community Representatives:

Moved/Bell, second/Apgar, to approve Kalima Liyas as Community Representative

No discussion

Show of hands vote:

Yay: 8

Nay: 0

Abstention: 1 (Gonzalez)

V. Fiscal/Enrollment Reports:

Jim Walters clarified students can have 10 excused absences. He explained Corrective Action Plan (CAP) is currently being drafted since Head Start is heavily monitoring student attendance. Head Start classes at San Juan could lose funding if student attendance dips below 85%

VI. Reports to Policy Committee:

A. Chair Report/Executive Committee Report: No report.

B. Management:

i. Program Manager – Due to available funding from Head Start, the PM Head Start sessions at Encina and Davie will become full day classes. Both will be relocated to available rooms at Davie.

ii. HS/EHS Administrators/ECE Content Specialist/Management Content Reports: No report.

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1. SETA Report: Report was included in the agenda packet

2. Job Openings: Report was included in the agenda packet

C. Standing Committee Reports-

i. SETA Policy Council report: No report.

ii. Budget/Planning Committee report-Treasurer: No report

School Board Report: Mr. Walters explained the HS/EHS 2.6% COLA (Cost of Living Adjustment) Application for Program Year 2018-19 and the HS/EHS Training & Technical Assistance 2.6% COLA were recently approved

D. SPAC: Ms. Jan Haro shared and reviewed the SPAC agenda with the committee.

E. Prototype Steering Committee Report:

F. Community Partner Reports: Ms. Kalima Liyas shared resources on upcoming Mutual Assistance events and classes.

VII. New Business: No New Business

VIII. Public Participation: No Public Participation

IX. Adjournment: The meeting was adjourned at 10:37a.m.