

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

POLICY COMMITTEE MINUTES

October 18, 2018

- I. **Call to Order:** Called to order at 9:15 A.M
- II. **Welcome/Rules**
 - A. **Welcome:** Geri Hodges, ECE Content Specialist, welcomed the committee to the meeting
 - B. **Sharing and Celebrations:** None shared
 - C. **Seating of 2018-2019 parent representatives**
 - D. **Roll Call:** Geri Hodges performed the roll call. Fourteen of 26 representatives were present so quorum was met.
- III. **Information Items**
 - A. **Positive Parent-Child Relationships:** Jason Nigl, Mental Health Therapist, presented some of the aspects of positive parent-child relationships.
 - B. **Review of Policy Committee By-laws:** Geri Hodges reviewed the by-laws to the attendees.
 - C. **Committees to support Policy Committee:** The various positions in the executive committee of Chair, Co-Chair, Secretary, Treasurer and Parliamentarian were explained by Geri Hodges as well as other standing committees.
 - D. **Upcoming Orientation and Ethics Training:** Details about upcoming trainings in November will be emailed to the committee members by Geri Hodges.
 - E. **ACF approval of all fundraisers:** Jim Walters, Program Manager, highlighted the distinction between fundraisers and donations.
 - F. **New Attendance Policy for Preschool and Infant/Toddler:** The criteria for the new absence policy was reviewed by Jim Walters.
- IV. **Consent Items**
 - A. **Approval of Minutes from September 20, 2018**

Moved/Desiree Apgar, seconded/Tamie Rebello
Show of hands vote:
Aye: 14
Nay: 0
Abstention: None
Minutes were approved.
 - B. **Treasurer's Report:** The report will be presented the following month
- V. **Action Items**
 - A. **Closed Session – Personnel – Pursuant to Government Code Section 54957**

Jim Walters shared information about the Rover interview process.
Moved/Tamie Rebello, seconded/Melissa Workman
Aye: 14
Nay: 0
Abstention: None
Selection for the Rover position was approved and results reported to the committee.

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B. Elect Executive Committee representatives

Chair – Desiree Apgar (10 votes), Christina Falkenhagen (2), Tamie Rebello (2)

Desiree Apgar was elected to the seat of chair.

Co-Chair – Christina Falkenhagen (10), Tamie Rebello (4)

Christina Falkenhagen was elected to the seat of Co-Chair.

Secretary – Melissa Workman (14)

Melissa Workman was elected to the seat of secretary.

Treasurer - No nominations at this time. Election would be done the following month

Parliamentarian - Tamie Rebello (14)

Tamie Rebello was elected to the seat of parliamentarian.

C. Elect SETA Policy Council representatives

Head Start – Toni Cerniglia (14). Toni Cerniglia was elected to the seat of Policy Council Representative.

EHS-No nominations. Election will be held the following month.

VI. Fiscal/Enrollment Reports

A. HS/EHS Enrollment: Chris Peden, Fiscal Tech II, reviewed the monthly enrollment report for September.

B. HS/EHS Budget, In-Kind Reports: Chris Peden briefed the committee on the current budgets.

C. Meal/Snack Report: Chris Peden shared information pertaining to CCFP/meals served.

D. Cal Card Report: Chris Peden shared the Cal Card report.

VII. Reports to Policy Committee

A. Chair report/Executive Committee report: None presented

B. Management

1. Program Manager: None presented

2. HS/EHS Administrators/ECE Content Specialist:

- **SETA Report:** Supporting information provided by Jim Walters.
- **Job Openings**

C. Standing Committee Reports

1. SETA Policy Council report-SETA PC Representatives: No report presented

2. Budget/Planning Committee report-Treasurer: No report presented

D. School Board Report: No report presented

E. SPAC - Jan Haro, PC representative: Representative not present so no report presented

F. Prototype Steering Committee Report: No report presented

G. Community Partner Reports-Mutual Assistance: Community representative not present so no report given

VIII. New Business: None

IX. Public Participation: None

X. Adjournment: 11:07 A.M