Glenn County Office of Education

Department of Child and Family Services

### **Policy Council Regular Meeting**

### **Minutes**

**Virtual Meeting Wednesday, January 26, 2022**

Zoom: 6:00 to 8:00 p.m.

1. **Call meeting to order: 6:20 p.m.**
2. **Roll call taken and quorum established**
   1. Members Present: Phadie Irons, Monica Paniaugua, Araceli Garcia, Adriana Mojica, Gilberto Tovar, Rosa Maria Velasquez,
   2. Members Absent: Cecilia Sanchez, Tiffany Gonzalez, Chris Redes
   3. Staff Present: Heather Aulabaugh, Director; Kassy Espinoza, Coordinated Services Liaison, Kelsey Adkins, Associate of Mental Health and Brenda Aguilar, Program Supervisor: Social and Emotional Supports and Curriculum
3. **Public Comment on Agenda Items: NONE**
4. **Minutes of November 2021 read, corrected and/or approved**

Matter: approved as written

Motion/Second: Monica Paniagua/ Adriana Mojica

Vote: Unanimous

Abstentions: None

1. **Correspondence:** California Head Start Parent Engagement conference is being offered this year virtually from February 7-9th. Policy Council members who would like to attend can let Heather or Kassy know.
2. **Reports:** 
   1. **Division Report & Program Training**:
      1. Kelsey Adkins, Associate of Mental Health introduced the Teaching Pyramid, described the importance of developing relationships, and shared current behavior supports being offered in classrooms such as, feelings charts, daily schedules, and clear appropriate expectations.
      2. Brenda Aguilar, Program Supervisor reviewed Creative Curriculum. This is a new curriculum this year for our preschool programs. Brenda introduced the different components and materials offered in this curriculum.
   2. **Fiscal and Non-Federal Report**: Heather Aulabaugh reviewed the December, 2021 report. It was noted that a Facebook charge had been identified on one of the credit cards, and was confirmed to be a fraudulent charge and the card was cancelled and a new card has been issued.
   3. **Program Service Report** *(Enrollment, Disabilities, Mental Health, Family, Health/Dental/Nutrition and Prenatal Services)*: The December 2021 report was reviewed. Kassy Espinoza shared that the screenings section has been revised, she explained how and who will be responsible for entering that data.
   4. **Parent Activity Fund Report**: October - December 2021, no changes. Parents were encouraged to share ideas for future revisions to the budget.
   5. **Family Engagement Report:**
      1. Kassy Espinoza asked parents to share feedback with their FRA’s or Home Visitors their experience with the family activity bags that went home from the break, and give any suggestions or ideas for a spring activity. Additionally she shared she is working on a newsletter that will go out digitally via REMIND to bring families news and resources. Any suggestions or resources are encouraged to be shared.
   6. **Director’s Report:** 
      1. Impacts of COVID on CaFS Programs. Heather Aulabaugh shared a matrix showing the collective program closures due to COVID this year. The matrix revealed that January has had the greatest impact so far in the program year.
      2. Revisions to the Head Start Program Performance Standards. Heather Aulabaugh shared the newly added performance standards which include mask wearing for children two and older and vaccine requirements for all Head Start employees in their funded agencies, unless a qualifying medical or religious accommodation is granted, in which the employee would be required to test weekly for COVID infection.
3. **New Business: NONE**
4. **Approval Packet: Review/Action items:** 
   1. 2021-2022 Policy Council Election of Officers (tabled from 11/2021)
      1. Chairperson
      2. Vice-Chairperson
      3. Attendance Clerk
      4. Recorder

Matter: To table this action until the February meeting

Motion/Second: Araceli Garcia/ Monica Paniagua

Vote: Unanimous

Abstentions: None

b) Behavior Management Plan and Overview Procedures

Matter: To approve the plan as written

Motion/Second: Monica Paniagua/ Adriana Mojica

Vote: Unanimous

Abstentions: None

c) Disabilities Service Plan (TABLED)

d) COVID-19 Mandatory Vaccination Policy

Matter: To approve the plan as written

Motion/Second: Araceli Garcia/ Adriana Mojica

Vote: Aye-4 No-1

Abstentions: Phadie Irons

e) 2020-2021 Annual Report

Matter: To approve the plan as written

Motion/Second: Adriana Mojica/Araceli Garcia

Vote: Unanimous

Abstentions: None

f) Policy Council Parent Representative Chapman B Shyla Perez

Matter: To approve Shyla Perez as Chapman B parent representative on the Policy Council.

Motion/Second: Araceli Garcia/ Adriana Mojica

Vote: Unanimous

Abstentions: None

1. **Old Business: NONE**
2. **Closed Session: NONE**

**10.1** Personnel Committee Employment Report: (**standing agenda item**, confidential personnel information is handed out and discussed at each PC meeting in closed session)

1. **Open Session (outcome of closed session):NONE**
2. **Schedule Next Meeting: February 23, 2022 Location will be via Zoom**
3. **Unscheduled Non-Action Matters and Public Comment: NONE**
4. **Meeting Adjourned: 8:16 p.m.**