



CONTRA COSTA COUNTY

AGENDA

Head Start Policy Council

Wednesday, April 2, 2025

6:00 PM

1470 Civic Ct. Suite 200 Concord, CA |

Zoom

<https://us06web.zoom.us/j/88006104662> |

Meeting ID 880 0610 4662

Executive Subcommittee

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Roll Call and Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).
3. Staff Report
4. ACTION: Review and approve the Executive Meeting minutes March 5, 2025 [25-1226](#)
Attachments: [Exec Meeting Minutes March 5-2025](#)
5. Review of the March 19, 2025, Policy Council Minutes Draft [25-1227](#)
Attachments: [PC Minutes 3-19-25 DRAFT](#)
6. Decision regarding Parent Recognition
7. Review and agree on the April 16, 2025, Policy Council Agenda meeting [25-1228](#)
Attachments: [PC Agenda 4-16-25 DRAFT](#)
8. Meeting Evaluation

The next meeting is currently scheduled for May 1, 2025.

Adjourn

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 3068 Grant St. Building #8, Concord, CA 94520, during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: Ana Araujo at Ana.Araujo@ehsd.cccounty.us



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-1226

Agenda Date: 4/2/2025

Agenda #: 4.

CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553



Meeting Minutes Executive Subcommittee

Wednesday, March 5, 2025
6:00 PM

S1470 Civic Ct. Suite 200 Concord, CA |
Zoom

<https://us06web.zoom.us/j/88006104662> |
Meeting ID 880 0610 4662

Head Start Policy Council

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Call to Order and Welcome

Present

Norma Chayrez, Gabriela Gomar Sandoval, Janelle Lafrades, and Tu'Liisa Miller

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

No public comments.

3. Staff Report

Michelle Mankewich, Administrative Services Assistant III provided updates on the following items:

- Continuation grant application is due April 1st, it must be approved during the March 19th Policy Council.
- Enrollment continues to steadily increase, overall, we are at 94.8% and need to enroll 26 more children and then maintain enrollment for 3 months.
- Three infant/ toddler classrooms are reopening in Central and East County. Los Arboles, Ambrose and George Miller Concord are currently enrolling. (Side note- Gabby was able to enroll her youngest in Los Arboles toddler room!!)
- Reviewed parent recognition form and agreed upon simplifications.

4.

Attachments: [Exec 2-5-25 Meeting Minutes](#)

The minutes were reviewed; no corrections were noted.

This Consent Item was approved.

Motion: **Lafrades**

Second: **Gomar Sandoval**

5. Review and Recommend parent recognition of staff

The Exec Team reviewed all nomination forms and selected:

- Christopher Martinez from March Creek.
- Lorena Perea from Lavonia Allen
- Veronica Silva & Kim Levias (as a team recognition) from Kids Castle

They will invite to receive recognition at the March 19, 2025, Policy, Policy Council meeting.

6.

Attachments: [PC Agenda 3-19-25 Draft](#)

The team reviewed and set the agenda for March 19, 2025, Policy Council Meeting.

Wellness Activity: How do you teach your child(ren) about saving money? Do you give them a piggy bank? Do you give them allowance? Do you have them earn items they want?

7. Evaluation of the Meeting

- **Pluses:** Good Participation
- **Deltas:** None

The next meeting is currently scheduled for April 2, 2025.

Adjourn

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For Additional Information Contact:



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-1227

Agenda Date: 4/2/2025

Agenda #: 5.



CONTRA COSTA COUNTY

Committee Meeting Minutes - Draft

Head Start Policy Council

Wednesday, March 19, 2025

6:00 PM

500 Ellinwood Way, Pleasant Hill | 1203 West 10th. St. Antioch, CA | 300 S. 27th St. Richmond, CA | Zoom: <https://us06web.zoom.us/j/88006104662> | Meeting ID: 880 0610 4662

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Roll Call and Introductions

Gabriela Garibay, Policy Council Vice Chair, called the meeting to order at 6:21 PM.

Present	Deanna Carmona, Karen Coleman, Ericka Garcia, Gabriela Gomar Sandoval, Maria Gonzalez Garcia, Yesica Hernandez, Janelle Lafrades, Tu'Liisa Miller, Amy Mockoski, Sinthia Montano, Kimberly Nieve, Maria Sanchez, Daniela Vega-Simpson, and Sayuri Areliz Calle
Excused	Norma Chayrez, Vilma Linares Amaya, Porsha Price, and Iris Romero
Absent	Alexia Arpero, Nathalia Hernandez, Alexis Hines, Raquel Magana, Michelly Mendanha, Shanell Murphy, Courtney Sanders, and Torrianna Washington

2. Public Hearing: Community Services Block Grant Program

On March 19th Contra Costa County Community Action Agency and Economic Opportunity Council, held a public hearing at Policy Council meeting to discuss the needs of our community. The meeting was both productive and informative and we left the meeting armed with great feedback on programs and services needed to meet the needs of our community.

3. Wellness Activity

Policy Council Representatives participated in a wellness activity: "How do you teach your child(ren) about money.

4. Correspondence

[25-963](#)

Attachments: [Correspondence](#)

Tuliisa Miller-PC Secretary read Correspondence from the Office of Head Start OHS

6. Parent Recognition of Staff

The following staff were recognized for going above and beyond in their work with the children and the families:

Mr. Christopher Martinez from Marsh Creek Center, Ms. Lorena Perea from Lavonia Allen Center, and Ms. Veronica and Ms. Kim Levias from Kids Castle Center were presented with a certificate in recognition of their dedication to children and families.

5. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

No public comments were requested

7. Approval of 2025-2026 Admissions Priority-Selection Criteria and Recruitment Plan [25-515](#)

Attachments: [2025-2026 Recruitment and Enrollment Plan Draft](#)
[2025-2026 CSB Admissions Priorities-Selection Criteria Draft](#)

Kelly Chun, Comprehensive Services Manager, Eligibility Recruitment Selection Attendance

ERSEA, presented and requested the Policy Council representatives to approve the Approval of 2025-2026 Admissions Priority-Selection Criteria and Recruitment.

Motion: Hernandez
Second: Mockoski
Aye: Carmona, Coleman, Garcia, Gomar Sandoval, Gonzalez Garcia, Hernandez, Lafrades, Miller, Mockoski, Montano, Nieve, Sanchez, Vega-Simpson, and Areliz Calle
Absent: Arpero, Hernandez, Hines, Magana, Mendanha, Murphy, Sanders, and Washington
Result: Passed

8. Approval of the 2025-2026 Early Head Start & Head Start Program Continuation Grant [25-965](#)

Attachments: [Executive Summary - FY25-26 HS Year Grant](#)

Sarah Reich, Interim Director TU, presented and requested the Policy Council representatives to approve the 2025-2026 Early Head Start and Head Start Program Continuation Grant.

Motion: Lafrades
Second: Nieve
Aye: Carmona, Coleman, Garcia, Gomar Sandoval, Gonzalez Garcia, Hernandez, Lafrades, Miller, Mockoski, Montano, Nieve, Sanchez, Vega-Simpson, and Areliz Calle
Absent: Arpero, Hernandez, Hines, Magana, Mendanha, Murphy, Sanders, and Washington
Result: Passed

- 9. Approval of the Head Start Fiscal Year 2024-2025 revision to shift funding from Early Head Start to the Head Start [25-974](#)

Attachments: [Executive Summary - FY24-25 HS Grant Revision](#)

Sarah Reich, Interim Director TU, presented and requested the Policy Council representatives to approve the Budget Revision 2024-2025, which involves transferring funds from Early Head Start to Head Start.

Motion: Mockoski

Second: Hernandez

Aye: Carmona, Coleman, Garcia, Gomar Sandoval, Gonzalez Garcia, Hernandez, Lafrades, Miller, Mockoski, Montano, Nieve, Sanchez, Vega-Simpson, and Areliz Calle

Absent: Arpero, Hernandez, Hines, Magana, Mendanha, Murphy, Sanders, and Washington

Result: Passed

- 10. Approval of January 15, 2025 Policy Council Minutes [25-516](#)

Attachments: [MeetingMinutes 1-15-25](#)

The Policy Council meeting minutes from January 15, 2025, were reviewed, and no corrections were noted.

Motion: Miller

Second: Nieve

Aye: Garcia, Gomar Sandoval, Gonzalez Garcia, Hernandez, Lafrades, Miller, Mockoski, Montano, Nieve, Sanchez, and Areliz Calle

Absent: Arpero, Hernandez, Hines, Magana, Mendanha, Murphy, Sanders, and Washington

Abstain: Carmona, Coleman, and Vega-Simpson

Result: Passed

- 11. Administrative Reports [25-964](#)

Attachments: [ADMINISTRATIVE Reports](#)
[FISCAL Reports](#)
[NUTRITION Report](#)

Administrative reports:

Director's Updates by Sarah Reich, Interim Director TU

Administrative Reports by Amy Wells, Division Manager

Fiscal Reports by Ali Vahidizadeh Accountant III

- 12. Presentation on First DRDP and School Readiness Goals

Afi Fiaxe and LaTonya Saucer Comprehensive Service Managers- Education. presented the Policy Council representatives with the 1st Desire Results Developmental Profile (DRDP) and school readiness goals.

- 13. Presentation on the CSB Annual Report

Ayalew Lidete, Administrative Assistant III, presented the CSB Annual Report

14. Site Reports

- **Kids Castle:** the center has updated doors.
- **March Creek:** the center has welcomed a new site supervisor and new teacher. The children are working on transportation, shapes, colors, and sizes. Also, the children had vision screenings completed by the California-Hawaii Elks Association (CHEA).
- **River View:** the center had a busy February filled with various activities such as “Eat Breakfast with Your Loved One,” a visit from librarian Ms. Bella, and the children participated in activities like bringing something special to share, compliment day, and pajama day. Additionally, we received new toys, which have excited all the children.
- **GM III:** the center had a busy February. Families attended events such as the "Multicultural Book Story Event," a movie night celebrating the Lunar New Year, Wellness Day, Kinder Readiness, and a dental health event. At the beginning of March, we celebrated Dr. Seuss's birthday with fun activities for the children. The center has also received new green tables for the playground. Parents who participated in the parent meeting received gift bags.
- **Los Nogales Center:** Children are working on the transportation project, the teacher shed is awaiting the fire marshal's approval, the center received new rugs, and the sunshade is awaiting repair. The representative raised concerns about the play structure.

** Items of concern will be added and reported during the next PC meeting under the "parking lot"*

15. Announcements

Ana Araujo, Comprehensive Services Manager for Parent, Family, and Community Engagement, made the following announcement:

- We had no items to discuss under the “Parking Lot.”
- The California 700 Form annual filing is due on April 1st. Thank you to all the representatives who have signed the form. For those who have not yet done so, please check with your center supervisors.
- The CSB Demand on Policy Council Childcare Fund Form has been updated to reflect an increase in the mileage reimbursement rate to 70 cents per mile, effective January 1, 2025.
- Additionally, the CSB Parent Recognition of Staff Form has been updated and simplified to make it easier for parents to acknowledge staff members who are dedicated to families and children beyond their responsibilities.

16. Meeting Evaluation

Pluses:

- Made quorum
- Ending early

Deltas:

- None

The next meeting is currently scheduled for April 16, 2025..

Adjourn

Meeting adjourned at 7:49 pm

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For Additional Information Contact: Ana Araujo, at Ana.Araujo@ehsd.cccounty.us

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CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-1228

Agenda Date: 4/2/2025

Agenda #: 7.

POLICY COUNCIL AGENDA

Group/Meeting Name: CSB Policy Council Meeting

Date: April 16, 2025

Time: 6:00 PM – 8:00 PM

Meeting Locations:

- 500 Ellinwood Way, Pleasant Hill
- 1203 West 10th St. Building D Antioch, CA
- 300 S. 27th St. Richmond, CA

Zoom:

<https://us06web.zoom.us/j/88006104662> | Meeting ID 880 0610 4662

Purpose: Conduct Regular Monthly Meeting

Agenda Item	Presenter	Times
1. Call To Order/Welcome	Chair- Norma Chayrez	2
2. Wellness Activity	Chair-Norma Chayrez	5
3. Correspondence *Attachment	Secretary-Tuliisa Miller	2
4. Public Comment	Public	2
5. Parent Recognition of Staff	Chair- Norma Chayrez	7
6. ACTION: Approval of March 19, 2025, Policy Council Minutes Attachment ENG/ SPA *Attachment	Secretary- Tuliisa Miller	7
7. Administrative Reports (Program updates, Program Report, and Fiscal Reports) Attach0ment ENG/ SPA *Attachments	Scott Thompson Amy Wells Ali Vahidzadeh	15
8. Presentation: Parent Resiliency	Gabriella ECMH	20
9. Presentation: Guaranteed Income	TBD	15
10. Presentation: CCC Library Program and Resources	Amy Mockoski	15
11. Presentation: 2024 – 2026 Community Assessment	Ayalew Lidete	15
12. Site Reports	Site Representatives	5
13. Announcements & Parking Lot report *Attachments	Ana Araujo	8
14. Meeting evaluation	Volunteer	2