



CONTRA COSTA COUNTY

Committee Meeting Minutes - Draft

Head Start Policy Council

Wednesday, May 6, 2026

6:00 PM

1470 Civic Ct. Suite 200 Concord | Zoom:
<https://cccounty-us.zoom.us/j/86062753827>
Meeting ID: 860 6275 3827

Executive Subcommittee Meeting

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 Chair, called the meeting to order at 6:11 PM
Garibay reviewed the desired outcomes and ground rules.

Present

Norma Chayrez, Gabriela Garibay, Tu'Liisa Miller, and Raquel Magana

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

There were no public comments.

3. Staff Report

Michelle Mankewich, Administrative Services Assistant III, provided the program updates.

-Sarah Reich has been appointed Director of the Community Services Bureau

-**Recruitment Season**, more than 50% of children in the program are moving to kindergarten. Policy Council Representatives are encouraged to spread the word about Head Start in the community.

-**AB495**, currently reviewing our procedures to comply with regulations to safeguard immigration status and ensure families are able to provide consent for guardianship if they were to be incapacitated.

4. ACTION: Review and approval of the Executive Meeting Minutes April 1, 2026 **26-1840**

Attachments: [Exec Meeting Minutes 4-1-2026 DRAFT](#)

The April 1, 2026, Executive Meeting Minutes were reviewed. No corrections were noted. A motion to approve the minutes was made by Tuliisa Miller and seconded by Raquel Magaña. The motion passed.

5. Review of April 15, 2026, Policy Council Minutes **26-1841**

Attachments: [Policy Council Meeting Minutes 4-15-2026 DRAFT](#)

The April 15, 2026, Policy Council Meeting Minutes were reviewed. No corrections were noted. The minutes will be presented for approval on May 20, 2026, Policy Council

Meeting.

6. Decision regarding Parent Recognition of Staff

The team reviewed all nomination forms and selected the following individuals: Ms. Rosemary Guevara, Teacher at YMCA Fairgrounds, Ms. Vanessa Cardenas, Teacher at YMCA Fairgrounds, Ms. Seleena Waters, Teacher at YMCA Fairgrounds, Ms. Denise Henderson, Teacher at KinderCare Lone Tree, Ms. Elizabeth Ramirez, Comprehensive Services Assistant Manager at GMIII, Ms. Rosemary Condon, Family Advocate at GMIII, Ms. Ayanna Copper-Belton, Family Advocate at GMIII, and Ms. Josefina Alvarez, Family Advocate at GMIII. The individuals will receive recognition on May 20, 2026, Policy Council Meeting for their outstanding work with children and families.

7. Review and agree on May 20, 2026, Policy Council Meeting Agenda

26-1842

Attachments: [Policy Council Agenda 5-20-2026 DRAFT](#)

8. Agreement on wellness activity for May 20, 2026, Policy Council Meeting

An ice breaker activity was suggested as the wellness activity for the next Policy Council Meeting.

9. Meeting Evaluation

Pluses:

All Exec Members were present

Deltas:

N/A

The next meeting is currently scheduled for June 3, 2026

Adjourn

The meeting was adjourned at 6:47 PM

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For Additional Information Contact: Ruben Cardona rcardona@ehsd.cccounty.us