



CONTRA COSTA COUNTY

Committee Meeting Minutes - Draft

Head Start Policy Council

Wednesday, September 24, 2025

6:00 PM 500 Ellinwood Way, Pleasant Hill | Zoom:
<https://cccouny-us.zoom.us/j/82379230789>
| Meeting ID: 823 7923 0789

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, volunteer, called the meeting to order at 6:55 PM.

2. Wellness Activity

What motivates you to stay engaged at the centers? How do you keep your children engaged?

3. Correspondence

No correspondence

4. 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.

5. A Parent Recognition of Staff Excellence Award presentation to validate employee dedication and uniqueness while working with children and families.

The following staff were recognized for going above and beyond in their work with the children and the families: Blanca Sanchez, Master Teacher from George Miller III and Maria Cortez, Teacher Assistant Trainee from George Miller III, both were presented with a certificate to acknowledge their dedication to children and families. Additionally all staff from the Balboa Children's Center were acknowledged for their excellent services.

6. ACTION: An approval of the 2025-2026 Community and Past Parent Representatives so that our Policy Council is fully seated. [25-3932](#)

Attachments: [Policy Council Composition](#)

Ana Araujo, Comprehensive Services Manager, and **Ruben Cardona, Comprehensive Services Assistant Manager**, provided Community Representatives & Past Parents wishing to serve on the 2025-2026 Policy Council the opportunity to read their Letters of Interest.

- Head Start Past Parents Letters of Interest were received from Norma Chayrez and TuLiisa Miller.
- Community Representatives Letters of Interest were received from: Francisca Hernandez

from First 5; Amy Mockoski from Contra Costa County Library and Dr. Karen Coleman from Economic Opportunity Council.

A motion to approve the Past Parents and Community Representatives to the 2025-2026 Policy Council was made by Janelle Lafrades and seconded by Kimberly Nieve.

- The motion passed with 14 votes in favor. Nays: 0 Abstentions: 0

Ayes: Rozona Wahnee, Amy Mockoski, Dalia Santana, Nohora Botello, Gloria Perez, Raquel Magana, Nia Williams, Angelita Villalpando, Gabriela Garibay, Leandra Ortega, TuLiisa Miller, Kimberly Nieve, Janelle Lafrades, Claudia Nwankwo

7. ACTION: An approval of the 2025 - 2026 Policy Council Executive Committee Officers who will set future agendas and conduct monthly meetings. [25-3933](#)

Attachments: [Executive Committee Positions Responsibilities - Nomination Form](#)

Ana Araujo, Comprehensive Services Manager, and Ruben Cardona, Comprehensive Services Assistant Manager, supported in conducting the Executive Committee Officers Elections. Nomination forms to be considered for the election of officers were read. All nominations for each position were seconded before voting took place. The 2025-2026 PC Executive Officers are as follows:

1. Chair: Janelle Lafrades
2. Vice-Chair: Gabriela Garibay
3. Secretary: TuLiisa Miller
4. Parliamentarian: Norma Chayrez

A motion to approve the 2025-2026 PC Executive Committee Officer was made by Amy Mockoski and seconded by Raquel Magana.

- The motion passed with 14 votes in favor. Nays: 0 Abstentions: 0

Ayes: Rozona Wahnee, Amy Mockoski, Dalia Santana, Nohora Botello, Gloria Perez, Raquel Magana, Nia Williams, Angelita Villalpando, Gabriela Garibay, Leandra Ortega, TuLiisa Miller, Kimberly Nieve, Janelle Lafrades, Claudia Nwankwo

8. ACTION: Approval of the Policy Council Bylaws [25-3937](#)
- Tabled to October

9. ACTION: A review and approval of August 20, 2025, Policy Council Minutes. [25-3934](#)

Attachments: [Policy Council Meeting Minutes August 20, 2025 Draft](#)

The August 20, 2025, Policy Council meeting minutes were reviewed, and no corrections were noted.

A motion to approve the minutes from the August 20, 2025, Policy Council meeting was made by TuLiisa Miller and seconded by Raquel Magana.

- The motion passed with 14 votes in favor. Nays: 0 Abstentions: 0

Ayes: Rozona Wahnee, Amy Mockoski, Dalia Santana, Nohora Botello, Gloria Perez, Raquel Magana, Nia Williams, Angelita Villalpando, Gabriela Garibay, Leandra Ortega, TuLiisa Miller, Kimberly Nieve, Janelle Lafrades, Claudia Nwankwo

10. Administrative Reports [25-3935](#)

Attachments: [Administrative Reports](#)
[Fiscal Reports](#)
[Child Nutrition Report](#)

Scott Thompson, Deputy Director - Director's Updates

Parking Lot: Parents were advised to bring any concerns regarding new food vendor to their Site Supervisors. If needed the topic can be further clarified through the Parking Lot during the next Policy Council Meeting.

Amy Wells, Division Manager - Administrative Reports**Darryl Davis, Administrative Services Assistant III** - Fiscal Reports

11. An understanding of the 2nd. Desired Results Developmental Profile (DRDP) Child Outcomes report and progress report in School Readiness Goals 2024-2025, so that Policy Council members are aware of agency wide progress data of children's assessments.

[25-3936](#)

Tabled to October.

12. Subcommittee Reports

Tabled to October.

13. Site Reports

Tabled to October.

14. Announcements & Parking Lot report

Tabled to October.

15. Meeting Evaluation

Pluses: None

Deltas: None

The next meeting is currently scheduled for October 15, 2025.

Adjourn

The meeting adjourned at 8:08 PM.

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, Concord, 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 aaaraujo@ehsd.cccounty.us