



Policy Council Meeting Minutes
 Location: 500 Ellinwood Way, Pleasant Hill, CA



Date: 06/20/2018

Time Convened: 6:12 PM

Time Terminated: 7:46 PM

Recorder: Irene Figueroa

TOPIC	RECOMMENDATION / SUMMARY
Review Desired Outcomes and Meeting Rule	<ul style="list-style-type: none"> • Elisha Jefferson, Vice Chair, called the meeting to order at 6:12 p.m. • Emma Duran, Secretary, reviewed the desired outcomes. • Rosmery Guevara, Parliamentarian, reviewed ground rules.
Public Comment	<ul style="list-style-type: none"> • None
Correspondence	<ul style="list-style-type: none"> • None
Staff Recognition	<p>The following staff were recognized for their excellent work with the children and the families:</p> <ul style="list-style-type: none"> • Ms. Maria “Corazon” Buban, teacher at Riverview Center, was presented with a certificate and a book to acknowledge her dedication to the children and their families. • Ellen de Senna, Comprehensive Services Assistant Manager at George Miller III Children Center, was not able to be present. Her certificate and book will be sent to her center. <p>Special thank you was given to CSB staff providing support during June 20, 2018, Policy Council meeting.</p>
Ice Breaker	<p>Policy Council Representatives participated in an icebreaker group activity to open communication and build connections among members.</p>
<p>Administrative Reports</p> <ul style="list-style-type: none"> ▪ CSB Director ▪ Division Manager ▪ Fiscal 	<p>Camilla Rand, Director, welcomed Policy Council representatives and presented program updates:</p> <ul style="list-style-type: none"> • Six Hundred (600) CSB and Partner children are transitioning to Kindergarten. As the children phase out during the summer, we will begin phasing new children into the program. • CSB’s number 1 priority is safety and parents are our partners in ensuring children’s safety. The following safety reminders were shared as to ways parents can help us: 1) sign children in/out daily when dropping off and picking up, 2) avoid talking on the phone during drop off/pick up times so full attention can be given to the children, and 3) always hold your child’s hand in the parking lot and when crossing streets in near the school. • Updated marketing materials that we give to our legislators, board of directors and community members

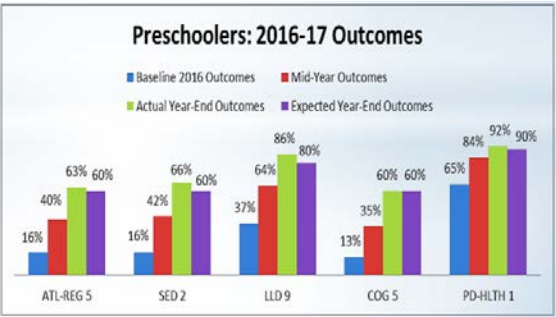
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	<p>visiting our centers were shared with the group (parental consent was given for all children who were photographed). Last ones were about 10 years old and so revisions and updates were needed.</p> <ul style="list-style-type: none"> CSB currently has a job opening for a food transporter. We transport approximately 40,000 meals to our centers every month and our transporters are responsible for delivering meals from our central kitchen to the centers. The group was asked to spread the word and encourage anyone they know who may be interested in becoming a transporter to apply for the position. <p>Katharine Mason, Division Manager, introduced herself and presented May enrollment and attendance statistics:</p> <ul style="list-style-type: none"> Enrollment: 98.3% for Head Start; 103.21% for Early Head Start, 100% for Early Head Start Child Care Program Partnership #1; and 70.53% for Early Head Start Child Care Program Partnership #2. Attendance: 86.67% for Head Start; 78.08% for Early Head Start; 96.10% for Early Head Start Child Care Program Partnership #1; and 84.06% for Early Head Start Child Care Program Partnership #2. <p>Katharine also presented the following program highlights:</p> <ul style="list-style-type: none"> CSB in partnership with the Contra Costa County Library launched a Summer Reading Program Pilot at our Verde and Marsh Creek Centers. Children received books and signed up for library cards so they could visit the library to check out books and take advantage of the many programs the libraries offer. CSB provides professional development throughout the year during scheduled early closures for our teachers as well as for our comprehensive services staff. The annual Comprehensive Services refresher training is scheduled for 26th. Comprehensive Services staff provides support to families during the enrollment process; follows up on health screenings; conducts Family Partnership Agreements; and provides resources. June 29th is the last day for the 2017-18 program year and this is last day of school for the majority of our kindergarten bound children as well. It is always hard for teachers, parents and children to say goodbye. We will not have Policy Council meeting in July. July updates will be shared during our August meeting. <p>Angela Winn, Accountant I, presented the following fiscal reports on behalf of Haydee Ilan, Accountant III:</p> <ul style="list-style-type: none"> ○ 2017-2018 Head Start Program: April 2018 year to date cash expenditures were \$4,134,624 YTD, which represents 26% of the program budget. ○ 2017-2018 Early Head Start Program: April 2018 year to date cash expenditures were \$1,178,536 YTD, which represents 33% of the program budget. ○ 2017-2018 Early Head Start – CC Partnership: April 2018 year to date cash expenditures were \$768,622 YTD, which represents 65% of the program budget. ○ 2017-2018 Early Head Start – CC Partnership #2: April 2018 year to date cash expenditures were

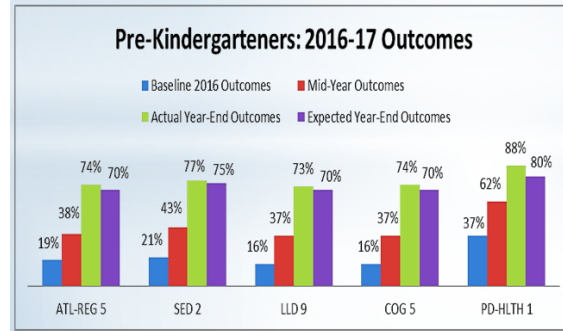
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	<p>\$1,335,890 YTD, which represents 21% of the program budget.</p> <ul style="list-style-type: none"> ○ Credit Card expenditures for all programs, including Head Start and Early Head Start, for the month of April 2018 were \$18,360.62. ○ Child and Adult Care Food Program: the total meals served in April 2018 including breakfast, lunch, and supplements were 38,262. 																																																						
<p>Action: Consider Ratification of Approval of the 2.6 % Cost of Living Adjustment (COLA) increase</p>	<p>Angela Winn, Accountant I, provided an overview of the 2018 Cost of Living Adjustment (COLA) from ACF of 2.6% for Head Start/Early Head Start and Early Head Start Child Care Partnership programs.</p> <p>On March 23rd, President Trump signed the Consolidation Appropriations Act of 2018 that allows Head Start and Early Head Start, and Early Head Start Child Care Partnerships grantees to apply for a Cost of Living Adjustment (COLA) increase of 2.6 % of the fiscal year 2017 base funding level.</p> <p>The Cost of Living Adjustment (COLA) funds will be used to increase permanent staff salaries and benefits as well as to provide support to our childcare partners. On June 6th, the Policy Council Executive Committee unanimously approved the request for 2.6% Cost of Living Adjustment (COLA) from Administration for Children and Families.</p> <ul style="list-style-type: none"> • The COLA for the Head Start Program is \$485,107. • The COLA for the Early Head Start Program is \$89,846. • The COLA for Early Head Start Partnership #1 is \$27,702. • The COLA for Early Head Start Partnership #2 is \$89,807. <p>A motion to ratify the approval of the 2.6% Cost of Living Adjustments (COLA) Increase was made by Lee Ross and seconded by Teodora Soto. The motion was approved.</p> <table border="1" data-bbox="646 1045 1764 1408"> <thead> <tr> <th colspan="2">Ayes</th> <th>Nays</th> <th>Abstentions</th> <th colspan="2">Not Present</th> </tr> </thead> <tbody> <tr> <td>Elisha Jefferson</td> <td>Mikenya Ashby</td> <td></td> <td></td> <td>Cynthia Moran</td> <td>Claudia Pedroza</td> </tr> <tr> <td>Mayra Rodriguez</td> <td>Lee Ross</td> <td></td> <td></td> <td>Leticia Prado</td> <td>Amber Eschwig</td> </tr> <tr> <td>Lucia Mendez</td> <td>Cheryl Barrett</td> <td></td> <td></td> <td>Cindy Chiem</td> <td>Katie Cisco</td> </tr> <tr> <td>Teodora Soto</td> <td>Emma Duran</td> <td></td> <td></td> <td>Delphine Smith</td> <td>Dawn Dailey</td> </tr> <tr> <td>Susana Sotelo</td> <td></td> <td></td> <td></td> <td>Kenya Pierce</td> <td>Veronica Gutierrez</td> </tr> <tr> <td>Rosmery Guevara</td> <td></td> <td></td> <td></td> <td>Kenyetta Harris</td> <td></td> </tr> <tr> <td>Ana Moreno</td> <td></td> <td></td> <td></td> <td>Norma Chayrez</td> <td></td> </tr> <tr> <td>Paige Chatman</td> <td></td> <td></td> <td></td> <td>Reyna Alejandre</td> <td></td> </tr> </tbody> </table>	Ayes		Nays	Abstentions	Not Present		Elisha Jefferson	Mikenya Ashby			Cynthia Moran	Claudia Pedroza	Mayra Rodriguez	Lee Ross			Leticia Prado	Amber Eschwig	Lucia Mendez	Cheryl Barrett			Cindy Chiem	Katie Cisco	Teodora Soto	Emma Duran			Delphine Smith	Dawn Dailey	Susana Sotelo				Kenya Pierce	Veronica Gutierrez	Rosmery Guevara				Kenyetta Harris		Ana Moreno				Norma Chayrez		Paige Chatman				Reyna Alejandre	
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Report: <ul style="list-style-type: none"> Subcommittee Updates 	None																																																						
Action: <ul style="list-style-type: none"> Consider Approval of May 16, 2018 Policy Council Minutes 	<p>The minutes of the May 16, 2018, Policy Council minutes were reviewed and no corrections were noted.</p> <p>A motion to approve the May 16, 2018, Policy Council minutes was made by Lee Ross and seconded by Teodora Soto. The motion was approved.</p> <table border="1" data-bbox="646 402 1761 768"> <thead> <tr> <th colspan="2">Ayes</th> <th>Nays</th> <th>Abstentions</th> <th colspan="2">Not Present</th> </tr> </thead> <tbody> <tr> <td>Elisha Jefferson</td> <td>Mikenya Ashby</td> <td></td> <td></td> <td>Cynthia Moran</td> <td>Claudia Pedroza</td> </tr> <tr> <td>Mayra Rodriguez</td> <td>Lee Ross</td> <td></td> <td></td> <td>Leticia Prado</td> <td>Amber Eschwig</td> </tr> <tr> <td>Lucia Mendez</td> <td>Cheryl Barrett</td> <td></td> <td></td> <td>Cindy Chiem</td> <td>Katie Cisco</td> </tr> <tr> <td>Teodora Soto</td> <td>Emma Duran</td> <td></td> <td></td> <td>Delphine Smith</td> <td>Dawn Dailey</td> </tr> <tr> <td>Susana Sotelo</td> <td></td> <td></td> <td></td> <td>Kenya Pierce</td> <td>Veronica Gutierrez</td> </tr> <tr> <td>Rosmery Guevara</td> <td></td> <td></td> <td></td> <td>Kenyetta Harris</td> <td></td> </tr> <tr> <td>Ana Moreno</td> <td></td> <td></td> <td></td> <td>Norma Chayrez</td> <td></td> </tr> <tr> <td>Paige Chatman</td> <td></td> <td></td> <td></td> <td>Reyna Alejandre</td> <td></td> </tr> </tbody> </table>	Ayes		Nays	Abstentions	Not Present		Elisha Jefferson	Mikenya Ashby			Cynthia Moran	Claudia Pedroza	Mayra Rodriguez	Lee Ross			Leticia Prado	Amber Eschwig	Lucia Mendez	Cheryl Barrett			Cindy Chiem	Katie Cisco	Teodora Soto	Emma Duran			Delphine Smith	Dawn Dailey	Susana Sotelo				Kenya Pierce	Veronica Gutierrez	Rosmery Guevara				Kenyetta Harris		Ana Moreno				Norma Chayrez		Paige Chatman				Reyna Alejandre	
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Report: <ul style="list-style-type: none"> 2017-2021 Community Assessment 	<p>Nelly Ige, Administrative Service Assistant III, gave an overview of the 2017-2021 Community Assessment updates:</p> <p>The Community Assessment is conducted every 5 years. Head Start programs are required per Head Start Program Performance Standards 1302.11 (b)(1) and 1302.11 (b)(2) “to design a program that meets community needs, and build on strength and resources, a program must conduct a community assessment at least once over the five-year grant period and must annually review and update the community assessment to reflect any significant changes.”</p> <p>Demographics – Population Change:</p> <ul style="list-style-type: none"> Compared to last year’s Community Assessment the population increased by 1%. There was a high growth in Tara Hills, Vine Hills, East Richmond Heights, and Brentwood and a decline in growth in Pacheco, El Sobrante, and Alamo. Last year’s Community Assessment showed a faster growth in Pacheco and Alamo. Top 5 population cities include Concord, Pittsburg, Antioch, San Ramon, and Richmond. <p>Demographics – Population by Race & Ethnicity:</p> <ul style="list-style-type: none"> There was a 3% increase among Caucasians. No change in population within the last year among African Americans and an 11% decline in American Indian/ Alaska Native residents (6-year decrease). From 2010-2016 there had been a 6-year increase in multi-racial residents by 14.3 %; 13.7% in Pacific Islander/ native Hawaiian residents; 13.5 % in Asian residents; and 8.7% in Hispanic residents. 																																																						

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	<p>Demographics - Population by Age:</p> <ul style="list-style-type: none"> ▪ There was a slight decrease in the age group of 0-2 years of age and 15-17 years of age. ▪ Areas identified with the highest percentages of children under the age of 5: <ul style="list-style-type: none"> ▪ Last year: Pittsburg, Antioch, Richmond, and Brentwood. ▪ This year: Concord, Richmond, Antioch, Pittsburg, San Ramon, ▪ Concord and San Ramon have the highest concentration in 3-4 year olds (CSB partnered with San Ramon Unified School District this year to provide Part-Day Preschool). ▪ Number of households went up by 1% compared to last year: <ul style="list-style-type: none"> ▪ 8.5% of all families are headed with children under 18 years of age compared to 3% that are headed by single males with children under 18 years of age. ▪ 54,338 children ages 0-5 live in married couple families. ▪ 3,813 live in single male-headed families. ▪ 10,266 live in single female-headed families. <p>Economy:</p> <ul style="list-style-type: none"> • Medium annual income is \$72,952. • The median family income is \$98,983. • According to the 2014 self-sufficiency standard, a family of four including one adult, an infant, a preschool, and school age child would need to earn \$109,545. • Rent has increased to about \$2,329. • Unemployment went down by 1%. • CalWORKs caseload went down by 267 with 7,570 residents served. • SSI increased by 886 recipients. • Affordable housing decreased from 29% to 22%. • 16 areas with family incomes below county include Antioch, Concord, Oakley, Pinole, Pittsburg, Richmond, and San Pablo. • Homeless: Based in 2017 Point in Time, there were 1,607 homeless 95 adults with 160 children. Based on last year's community assessment there was a decrease of 7%. However, we saw that the increase was in Central County. The most unsheltered homeless stay in Concord, Antioch, Richmond, Martinez, and Pittsburg. <p>Health and safety:</p> <ul style="list-style-type: none"> • Infant mortality rate has decreased to 4.2 per 1,000 infants. • 9% of Contra Costa County residents are uninsured. 4% of the children are uninsured - an improvement from last year.

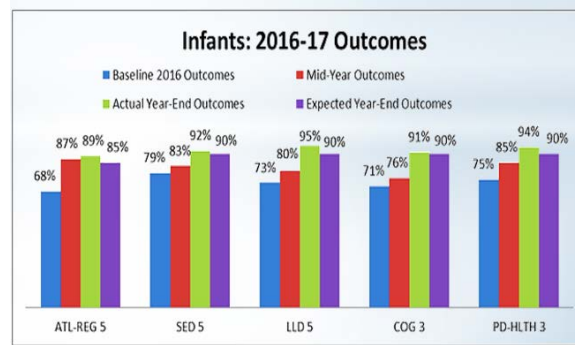
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	<ul style="list-style-type: none"> • 3% of 0-5 year olds are uninsured, a decrease of 519 uninsured 0-5 year-old children from last year. • Contra Costa County ranks 40th in the State with only 24% of low-income children visiting the dentist. • 20,880 students receive special education; of those 2,205 are children under 6 yrs. This went up by 3% from last year. The top two disabilities were Speech and Language impairment and Autism. • Domestic violence calls continue to decrease. • Substantiated Child Abuse decreased 3.2 per 1,000. However, the percentage involving infants in child abuse cases continues to trend up. Children under the age of 1 made up 18%. Foster care went up by 3.8 per 1,000. <p>Education:</p> <ul style="list-style-type: none"> • In 2018, Contra Costa County is home of 7 elementary schools to receive 2018 distinguished school program: <ul style="list-style-type: none"> • 3 are in Orinda Union Elementary • 3 are in San Ramon Valley Unified • 1 is in West Contra Costa Unified • Transitional Kindergarten (TK) rose slightly to 2,531. • Childcare slots have a notable shift out in Hercules, Brentwood, San Pablo, and Richmond. We had notable shifts into Moraga, San Ramon, Walnut Creek, Concord, Rodeo, Pleasant Hill, and Byron. • 16,602 preschool centers and 1,905 infant centers. Even though this is a 1% increase, we want to emphasize that since 2014 there has been a decrease of childcare centers. • About 28% of childcare slots are available for children age 0-12 with working parents.
<p>Reports: Annual Reports</p>	<p>Amy Wells, Assistant Director, provided an overview of the 2017 Annual Report on behalf of Nasim Eghlima, Administrative Services Assistant III.</p> <p>The Annual Report showcases the work we do in our community. It summarizes all of CSB’s services and innovative and work that has been done in 2017. The following is a brief summary of the report; a hard copy of the full report will be provided at the next meeting and are available online. Key Highlights include the following:</p> <ul style="list-style-type: none"> ▪ CSB successfully secured a new Early Head Start grant to serve an additional 190 infant and toddlers. ▪ New partnerships include San Ramon, Baby Yale in Brentwood, Tiny Toes in Brentwood, and KinderCare in Antioch. ▪ Growing our own approach is supporting our own staff to move forward and advance in their professional development. We are doing this through our new Teacher Assistant Training Program (TAT) and our Teacher Apprenticeship program (TAP).

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	<ul style="list-style-type: none"> ▪ Deployed a new SMS system to contact the clients – a text message is sent to families when children are absent ▪ High level of satisfaction based on a recent parent’s survey. <p>CLASS Assessment: Countywide domain scores indicate that CSB was above our internal threshold, as well as the 2017 Federal Head Start threshold.</p> <p>2017 Countywide Total Average Domain Scores:</p> <table border="1" data-bbox="646 394 1419 678"> <thead> <tr> <th colspan="2">Countywide Total Average Domain Score</th> <th>2017 CSB Threshold</th> <th>Lowest 10% Threshold Nation-Wide</th> </tr> <tr> <th>Domain</th> <th colspan="3">Score</th> </tr> </thead> <tbody> <tr> <td>Emotional Support</td> <td>6.54</td> <td>6</td> <td>5.59</td> </tr> <tr> <td>Classroom Organization</td> <td>6.21</td> <td>6</td> <td>5.25</td> </tr> <tr> <td>Instructional Support</td> <td>3.46</td> <td>3</td> <td>2.22</td> </tr> </tbody> </table> <p>Lee Ross asked if the scale is based on a 1-10 score. Amy Wells clarified that it is based on a 1-7 score.</p> <p>2017 DRDP Preschool</p>  <table border="1" data-bbox="653 824 1205 1138"> <caption>Preschoolers: 2016-17 Outcomes</caption> <thead> <tr> <th>Domain</th> <th>Baseline 2016 Outcomes</th> <th>Mid-Year Outcomes</th> <th>Actual Year-End Outcomes</th> <th>Expected Year-End Outcomes</th> </tr> </thead> <tbody> <tr> <td>ATL-REG 5</td> <td>16%</td> <td>40%</td> <td>63%</td> <td>60%</td> </tr> <tr> <td>SED 2</td> <td>16%</td> <td>42%</td> <td>66%</td> <td>60%</td> </tr> <tr> <td>LLD 9</td> <td>37%</td> <td>64%</td> <td>86%</td> <td>80%</td> </tr> <tr> <td>COG 5</td> <td>13%</td> <td>35%</td> <td>60%</td> <td>60%</td> </tr> <tr> <td>PD-HLTH 1</td> <td>65%</td> <td>84%</td> <td>92%</td> <td>90%</td> </tr> </tbody> </table> <p>The domain with the greatest improvement was social and emotional development. An increase in achievement was also seen in the letter and word knowledge domain.</p> <p>2017 DRDP Pre-Kindergarteners</p>	Countywide Total Average Domain Score		2017 CSB Threshold	Lowest 10% Threshold Nation-Wide	Domain	Score			Emotional Support	6.54	6	5.59	Classroom Organization	6.21	6	5.25	Instructional Support	3.46	3	2.22	Domain	Baseline 2016 Outcomes	Mid-Year Outcomes	Actual Year-End Outcomes	Expected Year-End Outcomes	ATL-REG 5	16%	40%	63%	60%	SED 2	16%	42%	66%	60%	LLD 9	37%	64%	86%	80%	COG 5	13%	35%	60%	60%	PD-HLTH 1	65%	84%	92%	90%
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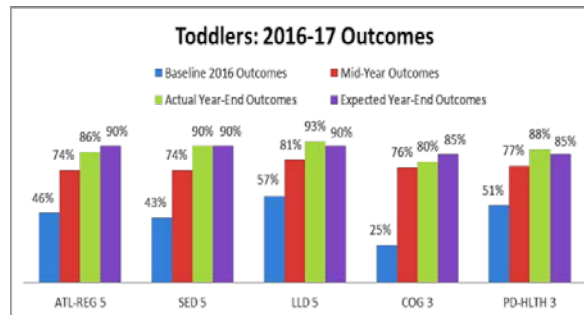
The domain with a high level of improvement is cognition, which includes math and Science.

2017 DRDP Infants



The domain with the greatest improvement was language and literacy development. The year-end assessment scores show a 22% increase in the numbers of children at the developmental level of responding later and above.

2017 DRDP Toddlers

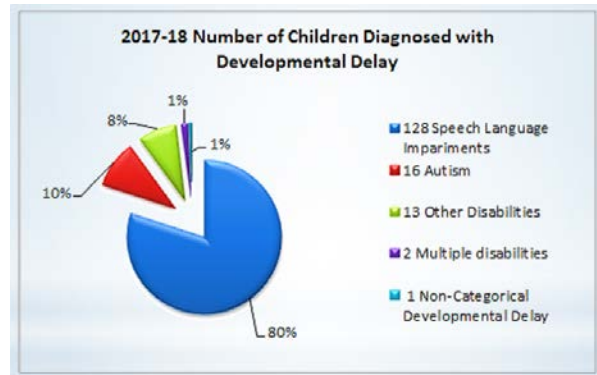


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The domain with the greatest improvement was cognition including math and science. The year-end assessment scores show a 55% increase in the numbers of children at the developmental level of exploring later and above.

Disabilities:



Above include the 2017-2018 number of children diagnosed with a developmental delay. The numbers are for both Early Head Start and Head Start. Numbers reflect children with an IEP and IFSP. The highest numbers of delays include speech and language and the second highest is autism.

Community Services Block Grant

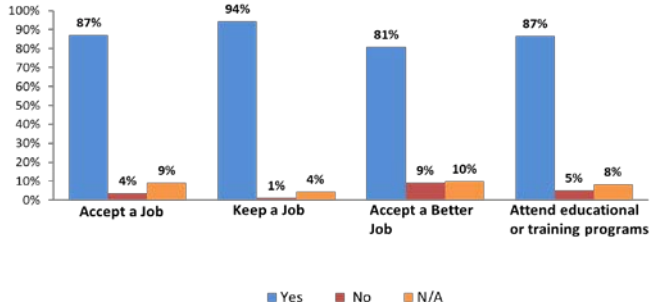
CSB in partnership with the Economic opportunity council, awarded funding to the following subcontractors:

- Bay Area Community Resources
- Bay Area Legal Aid
- Contra Costa Health Services
- Contra Costa Interfaith Housing
- Opportunity Junction Inc.
- Shelter Inc.
- STAND! For Family Free of Violence
- The Contra Costa Clubhouses, Inc.
- White Pony Express
- Community Services Bureau

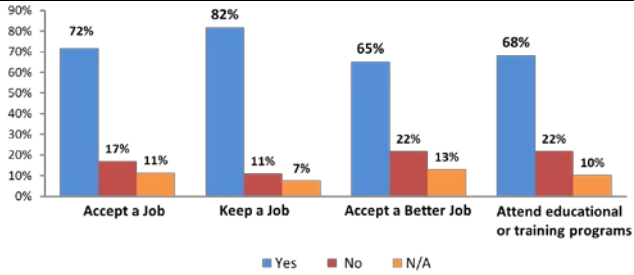
Program Information Report (PIR) Key items:

CSB performed at or above the national average of the PIR indicators. The one exception was children who enrolled and received disability services; this was due to the community experiencing a delay in timely processing referrals.

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<p data-bbox="58 1052 436 1159">Reports:</p> <ul style="list-style-type: none"> <li data-bbox="71 1097 436 1159">▪ 2018 Parent Survey Results 	<p data-bbox="541 1097 611 1122">2017-</p> <p data-bbox="646 1045 2003 1143">Amy Wells, Assistant Director, presented an overview of the 2017-2018 Parent Survey Results. This survey helps us to know where we are at as an agency, and includes areas of parent satisfaction and areas for us to improve in the future.</p> <p data-bbox="646 1187 1745 1214">CCTR Parent Survey – 85% of our families enrolled in this program participated in the survey.</p> <p data-bbox="646 1258 1402 1286">How satisfied are you with the overall quality of the program?</p> <ul style="list-style-type: none"> <li data-bbox="695 1295 1360 1323">▪ 84% said they were very satisfied with the program. <li data-bbox="695 1328 1167 1356">▪ 16% are satisfied with the program. <p data-bbox="646 1399 1388 1427">Do you feel that your child is safe and happy in the program?</p> <ul style="list-style-type: none"> <li data-bbox="695 1437 1339 1464">▪ 100% felt that their child was safe in the program. 																																																	

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Site Reports:	<p data-bbox="646 1174 793 1201">Los Arboles:</p> <ul data-bbox="693 1208 2024 1448" style="list-style-type: none"> ▪ Los Arboles celebrated teacher appreciation during the month of May. The teachers were happy to receive nice cards from the parents. ▪ The site will have an end of the year celebration to say goodbye to the children going to Kindergarten. ▪ The children are getting ready for the end of the year celebration and all of our parents will be special guest at the end of the year celebration. ▪ Site is getting ready for next year’s NAEYC accreditation. ▪ Site is in the process or beautifying our playground. 																				

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	<ul style="list-style-type: none"> ▪ Katharine Mason, Division Manager, came to visit and she enjoyed her time visiting with the children. ▪ Monthly activities were sent home for the parents to enjoy with their children. <p>Riverview:</p> <ul style="list-style-type: none"> ▪ Site is getting ready for the End of the Year celebration. 15 children will transition to Kindergarten; the theme is “Where is the rainbow”. Many families volunteered to make the decorations. ▪ Centralized Eligibility Unit is helping roll out new enrollment procedures. ▪ EHSD will be providing yard service monthly to keep the landscaping safe for the children. ▪ Riverview Middle School art program made cloth monsters for the children. ▪ Camilla Rand, Director, visited the site visit and engaged with children and staff. ▪ Gateway Continuation High School students came to volunteer and supported the teachers in the classroom. They shared their experiences about when they went to Kindergarten. ▪ Contra Costa Health Services will be visiting. They are coming to support children and families in increasing their physical activities and combating childhood obesity. <p>Aspiranet:</p> <ul style="list-style-type: none"> ▪ Ana Moreno, Policy Council Representative is very thankful for the home visit that she received once a week for her daughter. They have offered so many things, she has learned how to guide her child instead of talking loud or punishing her; learned how to talk to her child and give her options; and learned many activities to do in her house. Socializations were a good experience; her child had an opportunity to play with other children and do many arts and crafts. During last week’s socialization, she and other parents received recognition for their participation in the program. <p>George Miller III:</p> <ul style="list-style-type: none"> ▪ Families joined their children and teachers to celebrate the end of the year. Year-end celebrations were well attended by families from all 10 classrooms. ▪ Kindergarten bound children received backpacks and school supplies so they enter Elementary School well prepared. ▪ Classrooms were provided with new furniture to enhance their quiet areas. ▪ New water stations were added to the playground for the children to use. ▪ On June 28, GMIII will be hosting a parent appreciation event for this school year. We will look back on this year’s accomplishments and say our last goodbye and thank you to the Kindergarten parents who have supported us throughout the year. ▪ Teachers and other educators were treated as special guests at an appreciation luncheon sponsored by Quality Matters. In addition to lunch, teachers had the opportunity to enjoy pampering stations and listen to a very inspiring guest speaker who praised all the educators for their work with children. ▪ “Make Parenting A Pleasure” workshops will come to a closure this month. Parents are invited to join our last class to receive parenting tips and celebrate with us.

TOPIC	RECOMMENDATION / SUMMARY
	<ul style="list-style-type: none"> ▪ Parents will receive Friday fliers containing helpful resources regarding activities for the summer. <p>Bayo Vista:</p> <ul style="list-style-type: none"> ▪ We were featured in Employment & Human Services (EHSD) Headlines (Department’s staff newsletter). Classroom# 3 participated in a personal empowerment safety program with Contra Costa Sheriff Department. ▪ New toys and some furniture are arriving in preparation of welcoming new children for the new school year approaching. ▪ New mud table, sandbox and comfy chairs were ordered to create a comfortable area outside. ▪ We are planting new flowers and plants to beautify the outside areas. ▪ Sam Nobel, Contra Costa County Sheriff, shared a story with room# 3. He will return to visit children for the end of the year celebration. ▪ End of the year celebration is scheduled for 6/29 as children leave their site for kindergarten. <p>Crescent Park:</p> <ul style="list-style-type: none"> ▪ Yolanda Williams and Paulette McNorton, Teachers attended the Quality Matters end of the year celebration on Saturday June 9th. ▪ Several of Crescent Park’s families participated in the Story Cycles book-sharing program through West County First 5 and are now certified Tandem literacy champions. Congratulation Esmeralda Cisneros and Maria Herrera! ▪ Josephine Lee, Consultant, is working with our toddler room teachers and was very impressed with all of the enhancements the teachers put into place after their previous meeting. ▪ The dental van came to visit the site on 6/19 and was able to provide follow-up treatment for 7 children ▪ Family Appreciation ceremony is scheduled for Thursday June 21st. ▪ Jennifer Lazzarini from KompanInc will return to the center to assess the surfacing and play spaces in the small play yard. Contractors repaired rubber siding on the play yard on 6/20/18. ▪ Crescent Park is interested in learning more about the NEOPB Nutrition, Education, and Obesity Prevention branch. ▪ Miss Shirley from Bayview library visited and read to all 4 classrooms on the June 7th. ▪ Sharing resources: Transporters and Child Nutrition Worker position were posted in the family resource area for families to support their job search efforts. Information about the Richmond Library Events was also posted for families. <p>Brookside:</p> <ul style="list-style-type: none"> ▪ Marilyn Doss, Site Supervisor from Verde (closed for the summer) is the new acting site supervisor at

TOPIC	RECOMMENDATION / SUMMARY	
	<p>Brookside.</p> <ul style="list-style-type: none"> ▪ Brookside is continuously maintaining and trying to improve the facility for our staff, children and families. ▪ End of the year celebrations will be held during the week of June 18 - June 22 for each classroom. ▪ Sharing resources: monthly parent calendar, CSB parent training opportunities, summer family events, and legal workshops. ▪ Early Closure is Wednesday, June 27 for staff development training. ▪ Last day of school is Friday, June 29th. 	
Announcements	<p>Ana Araujo, Comprehensive Services Manager, shared in-kind video for the month of June and encouraged Policy Council representatives to become more involved and take an active role in building in-kind. She requested that they remind other site parents of the benefits of participating.</p> <ul style="list-style-type: none"> ▪ No Policy Council meeting in July; we will re-convene in August. ▪ In September, a new PC cycle for 2018-19 school year begins. Any interested former parent and/or community representative who wants to be part of Policy Council next year will need to: submit a Letter of Interest and be voted into serve an additional year. Templates are available, let Ana know and she will email to you. ▪ Family Newsletters were distributed, check for your copies at the centers – many great articles are included as well helpful summer safety tips to make sure that our kids are safe over the summer. 	
Meeting Evaluation	<p style="text-align: center;"><u>Pluses / +</u></p> <ul style="list-style-type: none"> ▪ Elisha covering as Chair for Veronica 	<p style="text-align: center;"><u>Deltas / Δ</u></p> <ul style="list-style-type: none"> ▪ Missing Veronica