

**HEAD START SAN JOAQUIN
GAYLORD A. NELSON ADMINISTRATION CENTER
Dr. TROY BROWN'S OFFICE
July 18, 2024
2:00 P.M.
REGULAR MEETING
MINUTES**

I. CALL MEETING TO ORDER

Dr. Brown called the meeting to order at 2:05 p.m.

Attendees included Dr. Troy Brown, Jane Chamberlain, Dr. Connor Sloan, Terrell Martinez, Pam Gomes, Joseph Samson, Rachele Tyler, Talia Smith and Leticia Sida.

II. MEETING MINUTES

June 20, 2024, minutes were reviewed with no changes needed.

III. PROGRAM UPDATES:

A. UPDATES

- **End-of-Month Enrollment and Children with Disabilities Report**
Leticia Sida provided the End-of-The-Month enrollment reports for June 30, 2024, reflecting 84% enrollment for Early Head Start and 78% for Head Start.
In addition, reports were presented for children with disabilities, which reflected 9% enrollment for Early Head Start and 8% for Head Start.
- **2024-2025 Enrollment Projection Report**
The 2024-2025 Head Start Enrollment Projection report reflects that 1,057 children were determined eligible to receive services in the upcoming program year as of June 2024.
- **Unusual Incident Reports (UIR)**
Leticia shared that no UIRs have been received since the last Governing Board Meeting.

IV. POLICY COUNCIL REPORT

A copy of the Policy Council Meeting Minutes from June 26, 2024, were presented and reviewed.

V. COMMUNICATION FROM THE OFFICE OF HEAD START

Leticia shared the Information Memorandum IM-24-02 Fiscal Year 205 Monitoring Process for Head Start and Early Head Start Recipients.

FISCAL

A. REPORTS

I. Monthly Financial Report

Pam Gomes provided the financial report, including information through May 31, 2024. The budget reports presented did not identify or point out any concerns.

VI. ITEMS REQUIRING ACTION

- I.** None

VII. CLOSING COMMENTS FOR GOVERNING BOARD ATTENDEES

Dr. Brown expressed thanks to everyone for their participation.

VIII. ADJOURNMENT

Dr. Brown adjourned the meeting at 2:17 P.M.