

**HEAD START SAN JOAQUIN
GAYLORD A. NELSON ADMINISTRATION CENTER
Dr. TROY BROWN'S OFFICE
JULY 20, 2023
1:00 P.M.
REGULAR MEETING
MINUTES**

I. CALL MEETING TO ORDER

Dr. Brown called the meeting to order at 1:01 P.M.

Attendees included: Dr. Troy Brown, Dr. Connor Sloan, Jane Steinkamp, Chrissy Lewis, Marilyn King, Terrell Martinez, Leticia Sida, and Pam Gomes.

II. MEETING MINUTES

The June minutes were reviewed with no changes needed.

III. PROGRAM UPDATES:

A. UPDATES

➤ **End-of-Month Enrollment and Children with Disability Services Reports**

Leticia Sida provided End of the Month enrollment reports for June 31, 2023, which reflected 84% enrollment for Early Head Start and 78% for Head Start.

In addition, reports were presented for children with disabilities, reflecting 6% enrollment for Early Head Start and 8% for Head Start.

➤ **23-24 Enrollment Projection Reports**

Leticia provided the June 2023 enrollment projections report for Early Head Start and Head Start.

➤ **Final 2022-2023 Child Outcomes School Readiness Data**

Leticia provided an overview of the child outcomes data and responded to questions.

IV. POLICY COUNCIL REPORT

A copy of the June 28, 2023, Policy Council Meeting Minutes were presented and reviewed.

V. COMMUNICATION FROM THE OFFICE OF HEADSTART

Leticia provided the Office of Head Start communication regarding the Removal of the COVID-19 Vaccine and Testing Announcement for Head Start Programs and the communication regarding the cancellation of the June 26th CLASS webinar. Leticia also provided Information Memorandums IM-HS-23-03 Treatment of Rebates, Refunds, Discounts, and Similar Cost Savings and IM-HS-23-04 Fiscal Year 2024 Monitoring Process for Head Start and Early Head Start Recipients.

VI. FISCAL:

REPORTS

➤ Grant Year 2 Final Reporting

Pam Gomes provided the 2022-2023 Year 2 financial report and responded to questions.

➤ Monthly Financial Report

Pam Gomes provided an overview of the financial report, including information through May 30, 2023. Pam responded to questions; no concerns were identified or noted.

VII. ITEMS REQUIRING ACTION

➤ 2023-2024 School Readiness Goals

Stacy McCarley provided an overview of the changes to the school readiness goals. Changes included separating the Language and Literacy and Cognition goals.

Dr. Brown approved the request to change the School Readiness Goals as presented.

VIII. CLOSING COMMENTS FOR GOVERNING BOARD ATTENDEES

Dr. Brown expressed thanks and appreciation to everyone for their participation.

IX. ADJOURNMENT

Dr. Brown adjourned the meeting at 1:33 P.M.

