

**HEAD START SAN JOAQUIN
GAYLORD A. NELSON ADMINISTRATION CENTER
Dr. TROY BROWN'S OFFICE
OCTOBER 26, 2023
2:00 P.M.
REGULAR MEETING
MINUTES**

I. CALL MEETING TO ORDER

Dr. Brown called the meeting to order at 2:04 P.M.

Attendees included Dr. Troy Brown, Dr. Connor Sloan, Marilyn King, Chrissy Lewis, Leticia Sida, Pam Gomes, and Rachele Tyler.

II. MEETING MINUTES

The September 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 September 30, 2023, which reflected 94% enrollment for Early Head Start and 66% for Head Start.

In addition, reports were presented, which include the number of children with disabilities—the report reflecting 13% enrollment for Early Head Start and 6% for Head Start.

➤ **Classroom Assessment Scoring System (CLASS) Monitoring Review**

Leticia summarized the CLASS review process, noting that the report from the Office of Head Start that includes the results is expected to be ready within four to six weeks.

IV. POLICY COUNCIL REPORT

A copy of the September 27, 2023, Policy Council Meeting Minutes was presented and reviewed.

V. COMMUNICATION FROM THE OFFICE OF HEADSTART (OHS)

None

VI. FISCAL:

REPORTS

➤ Monthly Financial Report

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

VII. ITEMS REQUIRING ACTION

➤ 2024-2025 Continued Funding Application

Pam Gomes provided a summary of the 2024-2025 Continued Funding Application.

Dr. Brown approved the submission of the 2024-2025 Continued Funding Application 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 2:25 P.M.