

**HEAD START SAN JOAQUIN
MEETING HELD VIRTUALLY VIA ZOOM
APRIL 13, 2020 | 11:00 A.M.
REGULAR MEETING
MINUTES**

I. CALL MEETING TO ORDER

Mr. Mousalimas called the meeting to order at 11:04 AM.

Attendees included: Mr. Mousalimas, Leticia Sida, Jamie Baiocchi, Laura Haley, and Pamela Gomes, Talia Smith, Jane Steinkamp, Terrel Martinez, Alea Freeman

II. MEETING MINUTES

The February meeting minutes were reviewed and approved with no corrections needed.

III. PROGRAM UPDATES:

A. UPDATES

I. End of Month Enrollment Reports

Leticia provided End of the Month enrollment report for March 31, 2020 which reflected 100% enrollment for Early Head Start and 99% enrollment for Head Start. She also provided the Year to Date Enrollment Summary Report through March 31, 2020.

II. Online Eligibility Application

Leticia provided an overview of the online eligibility application process that was piloted and will be used to continue to complete Head Start eligibility applications. She also provided an update on a pilot that is currently being implemented related to electronic signatures and secure transmission of family documents to complete eligibility applications using secure systems authorized by San Joaquin County Office of Education (SJCOE).

IV. PARENT POLICY COUNCIL REPORT

The March Policy Council meeting was canceled; therefore, no report was available. The next Policy Council is scheduled for April 29, 2020.

V. COMMUNICATION FROM OFFICE OF HEADSTART

Leticia shared the Staff Wages information issued April 6, 2020. Pam Gomes shared IM-ACF-OA-2020-01 Grant Flexibilities for programs affected by the COVID-19.

VI. FISCAL:

A. REPORTS

I. Monthly Financial Report

Pam provided the financial report through February 29, 2020.



II. Notice of Federal Interest (NOFI)

Pam presented the NOFIs for Lathrop, McKinley, Parklane and North to Mr. Mousalimas, noting that signs will be posted at each of the corresponding locations.

VII. ITEMS SCHEDULED FOR ACTION:

I. Year 4 to Year 6 Budget Carry Over Correction

Pam presented the correction of the Year 4 to Year 6 budget carry over request. Mr. Mousalimas approved the correction.

II. 2020-2021 Cost of Living Allowance (COLA) & Program Improvement Funding

Pam reviewed the proposed 2% COLA funding allocations. Jamie Baiocchi and Leticia shared information related to the proposed plan for the Quality Improvement (QI) funding which includes a focus on trauma informed care.

Mr. Mousalimas approved the proposed allocations and plan for QI.

III. Head Start CARES Act Funding

Leticia provided an overview of the Head Start CARES Act funding opportunity noting the following:

- A portion of the funding includes implementation of summer programs for currently children currently enrolled in HS who will be attending transitional kindergarten or kindergarten in the Fall as well as children who have an IEP
- If interested, SJCOE- HSSJ will need to submit an intent to apply by Monday April 13, 2020
- As part of this Act there is also funding available to offset expenses incurred by the pandemic and or planning for future pandemic.

Mr. Mousalimas was presented with a summary of the proposal for summer program which included potential expenses related to pandemic mitigation and preparation. Mr. Mousalimas approved the proposed plans.

VIII. CLOSING COMMENTS FOR GOVERNING BOARD ATTENDEES

Mr. Mousalimas thanked everyone for their participation in the meeting.

IX. ADJOURNMENT TO MAY 15, 2020, 9:00 AM, Virtual Meeting via Zoom

Meeting adjourned at 11:37 AM by Mr. Mousalimas.

“Inspiring every child and family towards lifelong success”- HSSJ Vision