

## NOTICE OF PUBLIC MEETING HEAD START POLICY COUNCIL

Pursuant to A.R.S. Section 38-431.02, notice is hereby given to the members of the **HEAD START BIRTH TO FIVE PROGRAM POLICY COUNCIL** and to the general public that the **HEAD START POLICY COUNCIL** held a meeting open to the public on **December 9, 2024**, at **9:30 a.m.** located in Phoenix, City Hall Assembly A & B, 200 w. Washington St, Phoenix, AZ 85003.

Pursuant to Arizona Revised Statutes, Section 38-431.02B, notice is given that the Head Start Policy Council may vote to go into Executive Session, or Sessions, for discussion or consultation, for legal advice with the attorney or attorneys of the public body, as authorized by Arizona Revised Statutes, Section 38-431.03 (A)(3) or for discussion of records and/or information that is exempted by law from public disclosure, as authorized by Arizona Revised Statutes, Section 38-431.03(A)(2). If authorized by a majority vote of the Head Start Policy Council, the Executive Session will be held immediately after the vote and will not be open to the public. If a decision is requested, the Head Start Policy Council may decide the matter in the public meeting or defer the decision to a later date.

One or more board members may participate via teleconference.

The Results of the meeting is as follows:

| RESULTS       |    |                                                                                                                                                                                                                                                |                                                    |
|---------------|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|
| Call to Order | 1. | Call to Order                                                                                                                                                                                                                                  | 9:48 a.m.                                          |
| Info. Only    | 2. | Head Start Seating<br>Introduction and seating of new members <ul style="list-style-type: none"><li>Salina Pena - Alhambra Rep.</li><li>Norma Sanchez – BTW Rep.</li><li>Arlinda Sage – WESD Rep.</li><li>Mercedes Acosta -WESD Rep.</li></ul> | Patricia Kirkland, Deputy Human Services Director. |
| Accepted      | 3. | Approval of Meeting Minutes from November 18, 2024                                                                                                                                                                                             | Patricia Kirkland, Deputy Human Services Director. |
| Info. Only    | 4. | Introduction of Staff <ul style="list-style-type: none"><li>Jacqueline M Edwards, Human Services Director</li><li>Danaly Quintana, Caseworker Aide ERSEA</li></ul>                                                                             | Patricia Kirkland, Deputy Human Services Director. |

|                   |    |                                                                                                                                                                                                                          |                                                                                           |
|-------------------|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
| <b>Accepted</b>   | 5. | Acceptance of Budget Reports / Fiscal Budgets October 31, 2024-FY-I and Low-Cost Extension FY-V                                                                                                                          |                                                                                           |
| <b>Accepted</b>   |    | a. Treasurer Report                                                                                                                                                                                                      | Juliana Panqueva, Accountant III<br>Vacant, Treasurer                                     |
| <b>Accepted</b>   |    | b. Budget Report                                                                                                                                                                                                         | Juliana Panqueva, Accountant III                                                          |
| <b>Accepted</b>   |    | c. Education Service Providers Payment Report                                                                                                                                                                            | Lisa Kilgore, Accountant II,                                                              |
| <b>Accepted</b>   |    | d. In-Kind Report                                                                                                                                                                                                        | Juliana Panqueva, Accountant III                                                          |
|                   | 6. | Discussion and Possible Action on:                                                                                                                                                                                       |                                                                                           |
| <b>Accepted</b>   |    | a. Personnel Actions:<br>1. Caseworker I<br><br>Personnel Updates:<br>• Staff Retirement                                                                                                                                 | Patricia Kirkland, Deputy Human Services Director<br>Amber Mathews, Caseworker Supervisor |
| <b>Accepted</b>   |    | b. Contracts<br>• Approval to contract with Kinder Care                                                                                                                                                                  | Daniela Canisales, Administrative Assistant II                                            |
| <b>Accepted</b>   |    | c. Election of Policy Council Officers Positions:<br>• Chairperson<br>• Vice-Chairperson<br>• Treasurer                                                                                                                  | Patricia Kirkland, Deputy Human Services Director                                         |
| <b>Accepted</b>   |    | d. Approval of Community members                                                                                                                                                                                         | Patricia Kirkland, Deputy Human Services Director                                         |
| <b>Info. Only</b> |    | e. Eligibility, Recruitment, Selection, Enrollment, Attendance (ERSEA) Updates<br>• Enrollment Reduction<br>• Full Enrollment Initiative Updates<br>• Current Enrollment<br>• Monthly Attendance<br>• Classroom Closures | Jose M. Garcia, Program Coordinator                                                       |
| <b>Info. Only</b> |    | f. Program Updates<br>• Arizona Head Start Association                                                                                                                                                                   | Patricia Kirkland, Deputy Human Services Director.                                        |

|                   |     |                                                                                                                 |                                                                                                                                                                                                                        |                                                                           |
|-------------------|-----|-----------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
|                   |     |                                                                                                                 | <ul style="list-style-type: none"> <li>Eligibility, Recruitment, Selection, Enrollment, Attendance (ERSEA) Training.</li> </ul>                                                                                        | Jessica Rivera-Garcia, Executive Director, Katie Perez, ERSEA Specialist, |
| <b>Info. Only</b> |     | g.                                                                                                              | Governing Body Report <ul style="list-style-type: none"> <li>Child Incident Report</li> <li>Department of Child Safety Report</li> <li>Nutrition Report</li> <li>Program Instruction/Information Memorandum</li> </ul> | Patricia Kirkland, Deputy Human Services Director                         |
| <b>Info. Only</b> |     | h.                                                                                                              | Director's Report <ul style="list-style-type: none"> <li>Human Services Commission</li> <li>Risk Assessment Notification Updates</li> </ul>                                                                            | Patricia Kirkland, Deputy Human Services Director                         |
| <b>Info. Only</b> |     | i.                                                                                                              | Program Option Highlights                                                                                                                                                                                              | All Policy Council Representatives                                        |
| <b>Info. Only</b> | 7.  | Call to the Public – Not for Council Discussion                                                                 |                                                                                                                                                                                                                        | Patricia Kirkland, Deputy Human Services Director.                        |
| <b>Info. Only</b> | 8.  | Issues and Concerns of Committee Members for Further Study and Future Agenda Items – Not for Council Discussion |                                                                                                                                                                                                                        | Patricia Kirkland, Deputy Human Services Director.                        |
| <b>Info. Only</b> | 9.  | Announcements <ul style="list-style-type: none"> <li>Community Resources</li> </ul>                             |                                                                                                                                                                                                                        | Jesus Alex Cadenas, Secretary-III                                         |
| <b>Info. Only</b> | 10. | Adjournment 11:33 a.m.                                                                                          |                                                                                                                                                                                                                        | Patricia Kirkland, Deputy Human Services Director.                        |

For further information, please call Jesus Alex Cadenas, Secretary III, Human Services Department, at 602-495-0815. For reasonable accommodations, call Jesus Alex Cadenas at Voice/602-495-0815 or Arizona Relay TTY: 7-1-1 at least three business days prior to the meeting date.