

Policy Council Head Start Program Meeting Minutes
3/27/23 • 5:30 pm • 1001 w. Southern Ave., Suite 106, Mesa, Arizona 85210

1. Call to Order

Call to order by Robert Sotomayor, Policy Council Chair, at 5:35 PM

2. Roll Call

Mishianand Mack, Policy Council Secretary, did roll call, 12 members in attendance in, 8 in person and 4 virtual; quorum was established.

Policy Council 22-23	PRESENT In person or virtual	VOTING
Early Head Start Center Base		
Leah Gladden		
Maria Tesorero Ojeda		
Monica Gonzalez		
Shareli Romero		
Abril Anduaga	X	X
Sara Snyder		
Nicolasa Castro	X	X
Head Start Chandler-Gilbert		
Carmen Martinez		
Marie Kouam		
Shemiah Johnson		
Leydy Quirazco	x	X
Rosemary Hayes		
Marisol Romero		
Jamme Alexander		
Monica Jacome		
Head Start Tempe-Guadalupe-Scottsdale		
Michele Rodriguez	X virtual	
Laura Peralta	X virtual	X
Ariana Gonzalez		
Michelle Haworth		
Juan Carlos Jimenez	X	x
Head Start Center Base Mesa		
Sofia Cordero	X	X
Allana Vokes		
Carmen Perez	X	X
Robert Sotomayor	X	X
McKenzie Whitman		
Mishianand Mack	X	X
Kira-Marie Filippelli		
Dalila Hernandez		
Alma Chavez		
Alicia Espinoza		
Orlenys Malaver		
Juan Mejia		
Helen Diaz	X virtual	X
Community Representatives		
Mayada Abdalla	X virtual	x
Board of Supervisors		
Cristina Arzaga-Williams (non-voting)	x	
*9 Members for quorum TOTAL	12	11

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Other attendees:

Name	Role	Name	Role
Doug Alf	Grant Accountant	Nancy Kessay	FCP Manager
Linda Roldan	ERSEA Assistant	Eve del Real-Virtual	Head Start Director
Jessica Figueroa	Family Support Specialist Supervisor	Desi Hightower	Inclusion Coordinator
Jen Gaulke	Early Education & Operations Mgr	Patricia Iniguez	Mental Health Associate
Maureen McCoy-Virtual	Nutritionist	Marisol Sandoval	Family Support Specialist Supervisor
Jaqueline Edwards-Virtual	HSD Director	Jaquelin Molina	ERSEA Assistant

3. Board of Supervisors Liaison Report

Board of Supervisors, Cristina Arzaga reports that as of Apr 7th Ms. Joy Rich is set to retire from the Board of Supervisors. Numerous interviews have taken place to fill the position, and just recently they have appointed Jen Pokorsky. The board has been working on its FY budget for 2024, staff and the Board's Chiefs of Staff have been meeting with county officers and departments reviewing, discussing budget request and priorities. During March individual supervisors have been attending annual farm city breakfasts. Maricopa county has a strong farming community and supervisors along with other elected officials and had the opportunity to meet with the Farm and Agriculture community members. The board has also been very busy and involved in monitoring the state legislature, which is still in session. The board has in place their Government Relations staff that inform them of anything that will impact on the County and their constituents. As a reminder the Public Health Department is continuing to provide all vaccinations at their clinics and pop-up events free of charge.

4. Human Services Director's Report

Jacqueline Edwards reports that the department has been working on updating the goals and strategies. These goals and strategies allow the department to meet the mission and reach the vision. Jacqueline shared the five goals that are in place, and that they are all working hard to make sure that the services in place for the families are for the greatest outcome possible. Expanding staff training and hiring the best teachers possible to deliver high quality services is at the forefront to continue this great program.

5. Head Start Director's Report

Head Start Director, Eve del Real, reports that there is a hiring event going on at the main office. Going forward this will take place on the last Monday of the month. Interviewing, and on the spot hiring is taking place, so please continue to let people interested know about this event as they are trying to hiring the most qualifying candidates possible. She thanks the policy council for approving the ability to move forward in submitting the application for continued funding. The deadline to submit is April 1st and thanks to being approved ahead of time, the application will be submitted on Mar 30, 2023. The department is preparing for the next program year and preparing to become a DES provider. They are very lucky to have been selected and participate in the accreditation process. They anticipate completing the accreditation by the end of April.

6. Approvals

- COLA & Quality Improvement Funding:** Juan Carlos Jimenez did first motion. Abril Anduaga Seconded. Approved by all members present, no opposition.
- Carryover:** Sofia Cordero did first motion. Leydy Quirazco Seconded it. Approved by all members present, no opposition.
- Updated Policy Council Bylaws:** Juan Carlos Jimenez did first motion. Leydy Quirazco Seconded it. Approved by all members present, no opposition.
- Financial Statements:** Juan Carlos Jimenez did first motion. Abril Anduaga seconded it. Approved by all members present, no opposition.
- Policy Council Meeting Minutes – February 27, 2023:** Abril Anduaga did first motion. Sofia Cordero seconded it. Approved by all members present, no opposition.

7. Program Services Report

• Education and Operations

Jennifer Gaulke, Early Education & Operations Manager states that they are going into the spring assessment period. Those on the partner sites will be coming up on their last parent teacher conferences, and birth to five sites will have conferences in June. They will be implementing new things for the program at the end of the year. Depending on when the classroom year ends there will now be a graduation or celebration at the end of the year for completion of the program. Those going to kindergarten will have a cap and gown along with backpacks and supplies for kindergarten. Those who will be just completing the program and returning will receive a certificate of completion there may be a sass along with age-appropriate supply items in a backpack.

• Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA)

Linda Roldan, ERSEA Assistant, reports the current numbers of children for enrollment. Attendance has gone up and that is a great improvement; many children aren't calling out sick. Every month she will report the new numbers. Please see attachment for further detailed information.

• Family Services, Community, and Partnerships

Nancy Kessay, FCP Manager reports that the upcoming Head Start National Conference scheduled for May 8-11, 2023, in Phoenix has been approved for all those who signed up to attend. Jessica Figueroa, Family Support Specialist Supervisor, reports that they are continuing the Mens Discussion Group for males 18 and over. This is a group open to anyone interested. Right now, it is only offered in



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English, but please reach out if interested in needing in the information in Spanish. The last session for conscious discipline training in Spanish will be on March 28th & English session will be on March 29th. FSS will begin the second set of assessments soon.

- **Inclusion/Mental Health**

Desi Hightower, Inclusion Coordinator reports on developmental handwriting. Children are having a hard time grasping and holding objects properly because they have not developed the muscles just yet. Children start as early as 10 months old and continue developing the skills of how to grasp. Things to help develop skills would be to get a sheet or plastic tablecloth to do art, cut out paper and use play dough. We can help them develop fine motor skills by having them pick up anything and place it into a bucket for development, crumbling paper etc. Please see the handout attachment for further detailed information.

Patricia Iniguez, Mental Health Associate reports that last conscious discipline training in Spanish is tomorrow and English on March 29th. They are using A.C.T. to acknowledge the child's desires. They are teaching and using these skills to help parents with their children. Please see attachment for further detailed information.

8. Policy Council Member Reports

- **Parent Representatives**

Nothing to report.

- **Community Partner Agency**

Nothing to report.

9. Call to the Public

No Public comment.

10. Adjournment

Robert Sotomayor, Policy Council Chair, adjourned the meeting at 7:00 PM.

Next Meeting:

Monday, April 24, 2023, at 5:30 pm In-person at 1001 W. Southern Avenue Suite 106 Mesa, AZ 85210 Conference Room 116, and online via Microsoft Teams. All parents are invited to attend all Policy Council meetings.

