



**Citywide Parent Policy Committee (CPPC)
Virtual Full Council Meeting - Tuesday, February 21, 2023**

Zoom link: <https://us06web.zoom.us/meeting/register/tZMkcOyprjMpGdHFgOAMi0q5FXOgmV2oLlLd>

10:00am-12:00pm

Meeting Minutes

- Call to Order 10:18 am by Kellia Phillips
- Roll Call/Establish Quorum – quorum established in today’s meeting.

DFSS Staff

1. Mara Martinez
2. Berenice Vargas
3. Areli Julian
4. Alejandra Ortiz
5. Cerathel Burnett
6. Craig Zemke
7. Frederick Stewart
8. Nicole Williams
9. Beatrice Nichols

Delegate Staff/Parents/Guests

1. Shakari Wright - Montessori
2. Martha Zavala – El Valor
3. Kellia Phillips –Centers
4. Gardenia Mejia – Christopher House
5. Naatsotsoo Kraku - YMCA
6. Tracy Rayner - NUSH
7. Tanisha Milliner – Gads Hill

- Action items
 - Approval of **November 15, 2022**, Full Council Meeting Minutes
 - 1st motion – Naatsotsoo Kraku
 - 2. 2nd motion- Martha
 - Approval of **January 17, 2023**, Full Council Meeting Minutes
 - 1st motion – Tracy Rayner
 - 2. 2nd motion- Naatsotsoo Kraku
- New Business
 - DFSS Executive Updates – led by Cerathel Burgess Burnett.
 1. SNAP program is to be added to the HS eligibility selection criteria with the approval from the CPPC and CCUO. Voting is required. Receipt of SNAP makes a family categorically eligible HS service. So, the family does not need to have their income verified. Other categories of eligibility where income verification is not required: TANF, SSI, Experiencing homelessness, in foster care.
 2. The floor is open for a vote on SNAP. Tanisha Milliner and Tracy Rayner respectively approved the SNAP eligibility selection criteria.
 3. Incident occurred on one of our sites must be reported to Office of Head Start. This incident occurred on January 10, 2023, at Trinity United Church of Christ (Deton Brooks). One teacher hit the child in the mouth but was not reported to us on the same day. It was reported on the 18th of the month. Our teacher understood that no hitting allowed so this teacher is not teaching at this site any longer. Parents

of the child was notified and continue to attend this school. This child is ok and he was a 2 years old and 9 months old boy. DCFS is involved in the investigation.

- Covid-19 Survey – led by Beatrice Nichol

January 06 – Administration for children and family (ACF) published its Final Rule which requires all Head Start programs to develop a Covid-19 mitigation policy. This Final Rule requires programs to have established an evidence-based Covid-19 mitigation policy in consultation with their HSAC by March 07, 2023. Also, to all agencies should complete the survey. The survey link is in our chat. We are at 98%. We would like to have parent’s participation.

- CPPC Elections – led by Martuice Brooks. You can nominate yourself for the following vacancies. If you do not want to nominate today, you can do on the next meeting. Ms. Wright is nominated herself for an Assistant Treasury.

- Vacant positions
 - Secretary
 - Assistant Secretary
 - Treasurer
 - Assistant Treasurer
 - Executive Committee Community Representative

- Unfinished Business – no unfinished business at today’s meeting

- Program Reports

- Attendance/Enrollment – led by Areli Julian. For January’s enrollment.

HS	EHS	EHS Expansion	EHS CCP
85.66%	79.42%	92.29%	80.86%

- Finance – led by Frederick Stewart. FY23 review and processing is in progress. All invoices are concluded, and the closeout reporting process is in progress. All invoices related to 2022 deadline has passed.

Programs	Actual Expenditures	Utilization Rate	Anticipated Rate
HS	18,624,961.00	80.53%	100%
EHS	21,257,281.00	69.39%	100%
EHS-Expansion	2,464,525.00	64.30%	100%
EHS CCP	12,079,419.00	69.51%	100%
ECBG	21,869,839.00	26%	58%
Child Care	3,780,728.00	34.95%	58%

- Meals/Snacks – led by Areli Julian. Meal count summary for September-2022 and October 2022, November 2022, and December 2022.

	Breakfast	Lunch	Snack
Head Start	25426	26201	24596
Early Head Start	12997	15193	15841

	Breakfast	Lunch	Snack
Head Start	24286	25831	24311
Early Head Start	14818	17142	17286

	Breakfast	Lunch	Snack
Head Start	22883	23181	21833
Early Head Start	14014	15782	16112

	Breakfast	Lunch	Snack
Head Start	18949	20471	18839
Early Head Start	11999	14665	14238

- OHS Communications – led by Martuice Brooks reviewed Beatrice Nichol.
 - Supplementary Information on Establishing an Evidence-based COVID-19 Mitigation Policy ACF-PI-HS-23-01
- Open Discussion – the floor is open. Anyone with suggestions? This is the time. Ms. Kellia Phillips reminded us about the double-parked cars at the sites. This situation created lots of problems. Also, an in-person meeting is requested. We will move forward with all these meetings as well.
- Adjournment – led by Kellia Phillips. Adjournment is at 11:36am. 1st motion – Tanisha Milliner and 2nd motion – Tracy Rayner