

**HEAD START SAN JOAQUIN
GAYLORD A. NELSON ADMINISTRATION CENTER / MR. MOUSALIMAS OFFICE
2922 TRANSWORLD DRIVE / STOCKTON, CA
FEBRUARY 21, 2020 / 9:00 A.M.
REGULAR MEETING
MINUTES**

I. CALL MEETING TO ORDER

The meeting was called to order at 9:02 AM.

Attendees included: Jamie Mousalimas, Scott Anderson, Jamie Baiocchi, Talia Smith, Laura Haley, Alea Freeman, Brandi Harrold, Pamela Gomes and Leticia Sida.

II. MEETING MINUTES

The January meeting minutes were reviewed and approved with no corrections noted.

III. PROGRAM UPDATES:

A. UPDATES

I. End of Month Enrollment Reports

Leticia provided End of Month Enrollment for January 31, 2020, which showed Head Start at 99.75% and Early Head Start at 100%. She also provided the Year to Date Enrollment summary for January 31, 2020.

II. Community Care Licensing Type A Violations

Leticia and Jamie Baiocchi provided information related to Type A and Type B violations received by two partner agencies in the months of January and February. Brief discussion was held with questions answered.

IV. PARENT POLICY COUNCIL REPORT

Minutes from the February 3, 2020 phone meeting and the January 29, 2020 regular Policy Council meeting were reviewed, and a brief discussion as related was held.

V. COMMUNICATION FROM OFFICE OF HEADSTART

Leticia shared the Information Memorandum and Policy Instruction issued by OHS: IM-HS-20-01 and PI-HS-20-01 and a brief discussion followed as related.



VI. FISCAL:

A. REPORTS

- I. Monthly Financial Report
Pam Gomes provided the financial reports as of December 31, 2020 and a brief discussion was held regarding a possible carry over request. Pam also reported that the Non-Federal Share (NFS) per the Notice of Award has been met and exceeded for the fiscal year.
- II. SJCOE 2018- 2019 Audit Report
Pam presented the 2018-2019 SJCOE audit report which included no findings.
- III. Year 6 Notice of Award (NOA)
Pam provided the NOA and highlighted that the project year and fiscal year are now aligned.

VII. ITEMS SCHEDULED FOR RATIFICATION:

A. BUDGET REVISION & YEAR 4 CARRY OVER

- I. Budget Revision Request- Linden Playground
Pam requested ratification of the budget revision to cover the cost of the Linden Playground in the amount of \$43,502.00.
Mr. Mousalimas approved this request as stated.
- II. Year 4 Budget Carry Over Request
Pam requested to withdraw the item until next month's meeting and Mr. Mousalimas granted the request.

VIII. CLOSING COMMENTS FOR GOVERNING BOARD ATTENDEES

Leticia notified Mr. Mousalimas that Cynthia Yao is has been selected as the new Program Manager for Region IX filling the vacancy left by Jan Len who recently retired.

Mr. Mousalimas provided an update related to the efforts being made to increase Head Start income guidelines for California and potentially other high cost states.

IX. ADJOURNMENT TO MARCH 20, 2020, 9:00 AM, 2922 TRANSWORLD DR. STOCKTON, CA.

Meeting adjourned at 9:37 AM.

"Inspiring every child and family towards lifelong success"- HSSJ Vision

