



# Los Angeles County Office of Education

Serving Students ■ Supporting Communities ■ Leading Educators

November 2, 2021

Debra Duardo, M.S.W., Ed.D.  
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Board of Education

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**TO:** 2020-21 Head Start Policy Council Members  
2021-22 Head Start Policy Council Members  
LACOE Community Representatives

**FROM:** Cynthia Barboza, Chairperson  
Keesha Woods, Executive Director

**SUBJECT:** November 2021 Policy Council **Telecommute** Meeting

**DATE:** Tuesday, November 9, 2021

**TIME:** 9:30 a.m. – 11:30 a.m.

**To join with ZOOM:**

[CLICK HERE](#)

**To call in:**

Telephone +1 (669) 900-6833  
Meeting ID: 979 1037 3867  
Password: 815819

**To provide public comment: Submit written public comments or documentation by e-mail to Sandra Ybanez at: [ybanez\\_sandra@lacoed.edu](mailto:ybanez_sandra@lacoed.edu)**

- Any public comment or documentation must be submitted no later than 5:00 p.m. the day before the meeting.
- Please include your name, phone number, specific agenda item
- Correspondence received shall become part of the official record

Members will participate via telephone/cell phone.

- |            |                                                         |                     |
|------------|---------------------------------------------------------|---------------------|
| <b>1.0</b> | Welcome/Call to Order/Introductions                     | (Cynthia Barboza)   |
| <b>1.1</b> | Pledge of Allegiance                                    | (Joana Perez)       |
| <b>1.2</b> | Moment of Silence                                       | (Joana Perez)       |
| <b>1.3</b> | Roll Call/Verification of Quorum                        | (Cynthia Barboza)   |
| <b>1.4</b> | Ordering and Approval of Agenda                         | (Cynthia Barboza)   |
| <b>1.5</b> | Approval of PC Minutes from October 12, 2021            | (Cynthia Barboza)   |
| <b>1.6</b> | Correspondence Report                                   | (Alejandra Herrera) |
| <b>1.7</b> | Chairperson’s Report                                    | (Cynthia Barboza)   |
| <b>1.8</b> | LACOE Board Liaison                                     | (Dr. Yvonne Chan)   |
| <b>1.9</b> | Policy Council Representative to the LACOE Board Report | (Jennifer Cutlip)   |

- 1.10 Treasurer’s Report: Policy Council, Grantee Budget (Cindy Au-Yeung)  
1.11 Chief Education Officer (Dr. Maricela Ramirez)  
1.12 Administrative Report (Keesha Woods)

**2.0 Public Comment (15 MINUTES)**

**REPORTS/ACTION ITEMS**

**3.0 Executive Committee Report:**

The committee will provide a report on their committee’s activities and submit the following recommendation for approval:

- 3.0a. Approval of Community Representatives and Non-Voting Members

**3.1 Planning and Development Committee Report:**

The committee will provide a report on their committee’s activities and submit the following recommendation for approval:

- 3.1a. Community Assessment & Strategic Planning Update

**3.2 Education and Transition Committee Report:**

The committee will provide a report on their committee’s activities.

**3.3 Organizational Wellness Steering Committee (OWSC) (Lauryn Andrew)**

**3.4 Presentations:**

- 3.4a. Education and Transition Subcommittee Report by Kevin Smith

**3.5 Conference & Training Reports:**

**4.0 Elections:**

**5.0 Communication Report Key Points:**

**6.0 Announcement(s):**

6.0a. Policy Council Virtual Recognition – Wednesday, November 17, 2021, 3 pm – 4:30 pm

6.0b. New Member Virtual 2-Day Training – Thursday, December 2 and Friday, December 3, 2021, 9 am – 12 pm

**7.0 Adjournment and Sign-Out Time:**

Persons with disabilities, who require special accommodations, should contact Sandra Ybanez at [ybanez\\_sandra@lacoedu](mailto:ybanez_sandra@lacoedu) at least 72 hours prior to the scheduled meeting.

Please make the appropriate child care arrangements. Policy Council members who have an eligibility form on file may be reimbursed for child care.

If you are unable to attend or have any questions, please contact Sandra Ybanez at [ybanez\\_sandra@lacoedu](mailto:ybanez_sandra@lacoedu) or (909) 545-2863.

cc: Delegate Agency Directors  
Delegate Agency Parent Involvement Coordinators