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# Los Angeles County Office of Education

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December 19, 2023

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Superintendent

Los Angeles County  
Board of Education

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TO: 2023-24 Head Start Policy Council Members  
LACOE Community Representatives

FROM: Leishay Bachler, Chairperson  
Luis Bautista, Executive Director

SUBJECT: January 2024 Policy Council Meeting

Thank you for participating in the January 2024 meeting. Details for the meeting are as follows:

DATE: Tuesday, January 9, 2024

TIME: 9:30 a.m. – 12:30 p.m.

Location: LACOE Head Start and Early Learning Division  
10100 Pioneer Blvd., Conference Rooms 109 - 110  
Santa Fe Springs, CA 90670

*Supporting documentation is available at the Grantee Office located at*  
Los Angeles County Office of Education  
Head Start and Early Learning Division  
10100 Pioneer Blvd., #325  
Santa Fe Springs, CA 90670

Persons with disabilities, who require special accommodations, should contact Beatrice Peralta at [Peralta Beatrice@lacoedu](mailto:Peralta_Beatrice@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 childcare.

If you are unable to attend or have any questions, please contact Beatrice Peralta at [Peralta Beatrice@lacoedu](mailto:Peralta_Beatrice@lacoedu) or (562) 940-1668.

cc: Delegate Agency Directors

Delegate Agency Parent Involvement Coordinators

**Los Angeles County Office of Education  
Head Start and Early Learning Division**

10100 Pioneer Blvd., Conference Rooms 109-110, Santa Fe Springs, CA 90670

**POLICY COUNCIL MEETING**

**Tuesday, January 9, 2024**

**9:30 a.m. – 12:30 p.m.**

*Supporting documentation is available at the Grantee Office located at*

10100 Pioneer Blvd., #325 Santa Fe Springs, CA 90670

**AGENDA**

- |      |   |                        |
|------|---|------------------------|
| 1.0  | Welcome/Call to Order/Introductions                                 | (Ms. Leishay Bachler)  |
| 1.1  | Pledge of Allegiance  | (Ms. Kristina Orosco)  |
| 1.2  | Moment of Silence   | (Ms. Kristina Orosco)  |
| 1.3  | Roll Call/Verification of Quorum                                    | (Ms. Leishay Bachler)  |
| 1.4  | Ordering and Approval of Agenda                                     | (Ms. Leishay Bachler)  |
| 1.5  | Approval of PC Minutes from December 12, 2023                       | (Ms. Leishay Bachler)  |
| 1.6  | Correspondence Report – 5 minutes                                   | (Ms. Darya Carranza)   |
| 1.7  | Chairperson’s Report – 5 minutes                                    | (Ms. Leishay Bachler)  |
| 1.8  | LACOE Board Liaison – 5 minutes                                     | (Ms. Betty Forrester)  |
| 1.9  | Chief Education Officer – 5 minutes                                 | (Dr. Maricela Ramirez) |
| 1.10 | Administrative Report – 15 minutes                                  | (Mr. Luis Bautista)    |
|      | <b>1.10a.</b> Enrollment Report – 10 minutes                        | (Mr. Ozzie Colin)      |
| 1.11 | Policy Council Representative to the LACOE Board Report – 5 minutes | (Ms. Diana Ramirez)    |
| 1.12 | Treasurer’s Report: Policy Council and Grantee Budget – 5 minutes   | (Ms. Irene Cano)       |
| 2.0  | <b>Public Comment (15 minutes)</b>                                  |                        |
|      | <b>Refer to the Policy Council “Public Comment Procedure”</b>       |                        |

**[BREAK]**

**REPORTS/ACTION ITEMS/PRESENTATIONS**

- |     |  |                        |
|-----|--|------------------------|
| 3.0 | <b>Executive Committee Report</b> – 10 minutes                       | (Ms. Leishay Bachler)  |
|     | The committee will provide a report on their committee’s activities. |                        |
| 3.1 | <b>Planning and Development Committee Report</b> – 5 minutes         | (Ms. Diana Ramirez)    |
|     | The committee will provide a report on their committee’s activities. |                        |
| 3.2 | <b>Education and Transition Committee Report</b> – 5 minutes         | (Ms. Sandra Rodriguez) |
|     | The committee will provide a report on their committee’s activities. |                        |
|     | <b>3.2a.</b> Parent Hack Overview Presentation                       |                        |
| 3.3 | <b>HSEL Organizational Wellness Committee Report</b> – 5 minutes     | (Ms. Cynthia Barboza)  |
|     | The committee will provide a report on their committee’s activities. |                        |
| 3.4 | <b>Presentations</b>   |                        |
|     | No presentations this month.   |                        |

- 3.5 Conference & Training Reports**
  - 3.5a.** PC New Member Training (Ms. Sandra Rodriguez)
  - 3.5b.** Executive Committee Training (Ms. Leishay Bachler)
  
- 4.0 Elections** (Ms. Leishay Bachler)
  - 4.0a.** Election of one Policy Council Officer (Executive Committee) - Parliamentarian
  
- 5.0 Announcements**
  - 5.0a.** Policy Council New Member Make-Up Training, February 2, 2024, 9:00 a.m. – 3:00 p.m., in person
  - 5.0b.** Executive Committee Meeting, Tuesday, February 6, 2024, 9:30 a.m. – 11:00 a.m., Virtual
  - 5.0c.** Presentation of the Executive Committee to the LACOE Board in February
  - 5.0d.** Executive Committee Members opportunity to attend the Head Start CA Parent & Family Engagement Conference February 26-27, 2024 in Long Beach, CA
  - 5.0e.** ECEvolution Conference, March 14 – 16, 2024
  
- 6.0 Communication Report** (Ms. Leishay Bachler)
  - Development of key points
  
- 7.0 Adjournment**
  - Sign-Out Time

**\*\*\*\*\*PLEASE SIGN IN/OUT\*\*\*\*\***

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