

**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 14, 2025

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

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|------|---|--------------------------|
| 1.0 | Welcome/Call to Order/Introductions | (Ms. Leishay Bachler) |
| 1.1 | Pledge of Allegiance | (Ms. Mayra Thibault) |
| 1.2 | Moment of Silence | (Ms. Mayra Thibault) |
| 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 10, 2024 | (Ms. Leishay Bachler) |
| 1.6 | Correspondence Report – 5 minutes | |
| 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) |
| | 1.10a. Enrollment Report – 10 minutes | (Ms. Jeannette Lartundo) |
| 1.11 | Policy Council Representative to the LACOE Board Report – 5 minutes | (Ms. Alejandra Machado) |
| 1.12 | Treasurer’s Report: Policy Council and Grantee Budget – 5 minutes | (Ms. Angelica Juarez) |
| 2.0 | Public Comment (15 minutes) | |
| | Refer to the Policy Council “Public Comment Procedure” [BREAK] | |

REPORTS/ACTION ITEMS/PRESENTATIONS

- 3.0 Executive Committee Report – 10 minutes** (Ms. Leishay Bachler)
The committee will provide a report on their committee’s activities and forward the following recommendations for approval:
3.0a. Action Item: Approval of Budget Revision – Major Renovation Projects Approval Request
3.0b. Action Item: Approval of the Revisions to the Policy Council Reimbursement Policy
3.0c. Action Item: Approval of the Budget Revision – Equipment Disposal Approval
- 3.1 Planning and Development Committee Report – 5 minutes** (Ms. Alejandra Machado)
The committee will provide a report on their committee’s activities.
- 3.2 Education and Transition Committee Report – 5 minutes** (Mr. Jose Ferrer)
The committee will provide a report on their committee’s activities.

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3.3 Presentations

- 3.3a. Delegate Agency ADA and Full Enrollment Recognition (Luis Bautista)
- 3.3b. Financial Audit (Mr. Lovell Alford)
- 3.3c. Organizational Wellness Standard Operating Procedure (SOP) (Mr. Kevin Smith)

3.4 Conference & Training Reports

- 3.4a. Executive Committee Training and Meeting
- 3.4b. Raising Fathers Engagement – Male Involvement Training
- 3.4c. Conscious Discipline Training

4.0 Elections

(Ms. Leishay Bachler)

- 4.0a. **Action Item:** Executive Committee – Election of Correspondence Secretary

5.0 Announcements

- 5.0a. Executive Committee Meeting: Tuesday, February 4, 2025, 9:30 a.m. – 11 a.m., virtual
- 5.0b. Policy Council New Member Make-up Training: Thursday, February 6, 2025, 9 a.m. – 3 p.m., virtual
- 5.0c. EHS Infant-Toddler Institute Tiny Steps, Big Impact: Shaping the Futures of Infants and Toddlers, Friday, February 7 and Saturday, February 8, 2025, in person
- 5.0d. Presentation of the Executive Committee to the LACOE Board on February 11, 2025, in person
- 5.0e. Local Business Community Representatives Updates

6.0 Communication Report

Development of key points

7.0 Adjournment

Sign-Out Time

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

Persons with disabilities, who require special accommodations, should contact Beatrice Peralta at [Peralta Beatrice@lacoedu](mailto: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:Beatrice@lacoedu) or (562) 940-1668.