

Human Services Department
HEAD START/EARLY HEAD START PROGRAM
SPECIAL ADVISORY BOARD MEETING WITH
PARENT POLICY COUNCIL
(Non-Voting Meeting)

Day & Time: Thursday, 11-14-2024; 3:30-4:30pm
In Person Location: Oakland City Hall;
1 Frank H. Ogawa Plaza; Hearing Room #2
Zoom Meeting - <https://us02web.zoom.us/j/89423805765>

*** MEETING MINUTES**

Approved 12-19-24

Advisory Board Members Present:

Molly Tafoya, *Chair* (Virtual – Just Cause)
Alysoun Bonde, *Vice Chair* (Virtual – Just Cause)
Kevin Bremond (Virtual – Just Cause)
Christina Michaud (In Person)
Julia Forte Frudden (In Person)

Parent Policy Council

Members Present:

To Niya Scott-Smith, *Chair* (In person)
Shadeema McDonald, *Member* (Virtual)

Advisory Board Members Excused:

Dr. Javay Ross
Dr. Mariamawit Tamerat
Dr. Jei Watkins

Staff Present:

Diveena Cooppan, *Manager/Program Director*
Tracey Black, *Manager; Governance & Contracts*
Sarah Trist, *Manager; Program Operations*
Shelley Taylor, *Supervisor- HR & Business Services*
Thao Ly, *Education Coordinator*
Brittany Pierce, *Administrative Assistant II*
Erica Mendoza, *Administrative Assistant I*
Kurry Foley, *Manager; HSD Budget & Fiscal Unit*
Trisha Barua, *HHS Planner, HS/EHS*
Everardo Mendoza, *ERSEA and Data Program Coordinator*
Valeria Vallejo, *Office Assistant I*
Equal Access - *International Contact Interpretation Team*
(4 members present)

I. ROLL CALL:

The Head Start Advisory Board Meeting was called to order by Tracey Black at 3:31 PM.

1. Public Comments:

Members of the public shared multiple views on the importance of the Head Start program, urging for no closures of program sites, as it is an important service for the community, families and children of Oakland.

Members of the public strongly urged that the City's HR division and Head Start program management to expedite the process of bringing new teachers on board, noting different adverse staffing consequences and impacts that hiring delays can have on the program.

I. APPROVAL OF AGENDA ITEM(S): Molly Tafoya, Chair

1. Review and Approval of November 14, 2024, Special Advisory Board Meeting Agenda

II. DISCUSSION ITEM(S):

1. **FY 24-25 Change of Scope Request - Reduction in Slots**

- a. Item approved for submittal to Office of Head Start, Regional Office, as a "Place holder" with the intent to submit the Change in Scope Request - Reduction in Slots, to allow time for an additional discussion with the Parent Policy Council, members of the public, and program staff, at the request of the Advisory Board.

Chair Tafoya outlined the purpose of the **Special Meeting** with the Parent Policy Council and members of the public, and shared important context for the Special Meeting, in light of questions raised concerns expressed by the public, at the City Council Meeting on Tuesday, October 15, 2024. The questions raised and concerns expressed were regarding parts of the Change in Scope Request, and additional issue regarding [Head Start's] under-enrollment and teacher shortage.

Chair Tafoya provided further context for the purpose of Special Meeting. Many similar questions and concerns raised on the City Council Meeting on Tuesday, October 15, were raised at the *Head Start Advisory Board Meeting*, on Thursday, October 17, 2024. The Advisory Board understood the importance of the program's Change in Scope Request, along with the timeline presented at the October 17th Board Meeting.

As a result of the Board's understanding, they felt it prudent to approve the Change in Scope Request as a "place holder with the intent to apply for a Change in Scope", provided that another opportunity for the Advisory Board, Parent Policy Council, and members of the public to meet in the form of a **Special Meeting**, could be convened, prior to the next standing Advisory Board Meeting, scheduled for Thursday, November 21, 2024.

Thusly, during the **Special Meeting**, which was convened on November 14, 2024, *Chair Tafoya* and members of the Advisory Board – *Vice Chair Bonde*, *Members Bremond*, *Forte Frudden*, and *Michaud*, along with members of the Parent Policy Council, *Chair Scott-Smith* and *Member McDonald*, and seven (7) members of the public, engaged in in-depth discussion about the rationale, impact, concerns, and opportunity that the Change in Scope Request presented, with the *Head Start Program Director*, Ms. Diveena Cooppan and Head Start management staff.

II. OPEN FORUM

Seven (7) members of the public shared complex comments and asked in-depth questions. **The full discussion can be viewed in its entirety by accessing the link to the video recording of the Special Meeting on the Head Start Advisory Board website.**

III. ADJOURNMENT

- Vice Chair Bonde, called for a motion to **Adjourn the Advisory Board Meeting**
- ✓ Motion carried. Vote: (4)-ayes, (0)-nays, (0)-abstentions, (1) no response

Meeting adjourned at 5:00 pm; Submitted by: **Tracey Black**; Manager, Governance & Contracts