



CALL AND NOTICE OF SPECIAL MEETING OF THE SAN BERNARDINO COUNTY HEAD START SHARED GOVERNANCE BOARD

Agenda

December 17, 2021

<http://hs.sbcounty.gov/psd>

JOE BACA, JR., CHAIR SBC 5 th District Supervisor		TED ALEJANDRE, VICE-CHAIR SBC Superintendent of Schools
MICHAEL SEQUEIRA, MD, PUBLIC HEALTH OFFICER SBC Public Health	VACANT SBC Behavioral Health	JANKI PATEL, CHILDREN'S NETWORK OFFICER SBC Children's Network
LORENA ALATORRE Head Start Policy Council Chair Crestline Head Start SGB Representative	TANISHA BRADLEY Head Start Policy Council Member Community Representative SGB Representative	JEANETTE SENEVIRATNE Head Start Policy Council Member Community Representative SGB Representative

TIME: 8:30 A.M. to 9:00 A.M.

Join Zoom Meeting

<https://us02web.zoom.us/j/82303351418?pwd=VjhGZTk3STJLZE05a0lpTVJOU3Q0QT09>

Meeting ID: 823 0335 1418

Password: 8Z6E8y

One tap mobile

+16699006833,,82303351418#,,1#,532060# US (San Jose)

+12532158782,,82303351418#,,1#,532060# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 823 0335 1418

Password: 532060

Find your local number: <https://us02web.zoom.us/u/kbssDxTvNT>

This meeting will utilize the "ZOOM" conferencing platform pursuant to the provisions of the Governor's Executive Order N-29-20 dated March 17, 2020, which suspends certain requirements of the Ralph M. Brown Act. Interpreters for hearing impaired and Spanish speaking individuals will be made available with forty-eight hours' notice. Please call PSD staff (909) 383-2078 to request the service. PSD will accept public comments in advance of the meeting by email, send to Sharmaine.Robinson@psd.sbcounty.gov, comments will be distributed to the SGB and read into the record at the Public Comment portion of the meeting. If you wish to address a specific agenda item, please identify the item number in your email. In order to ensure timely submission, please submit your comments by 12:00 p.m. on Thursday, December 16, 2021.

1. **CALL TO ORDER** Supervisor Joe Baca, Jr., Chair

2. **WELCOME/INTRODUCTIONS** Supervisor Joe Baca, Jr., Chair

3. **PRESENTATION OF THE AGENDA**
Notice of minor revisions to agenda items, items removed or continued. Shar Robinson, Secretary

4. **PUBLIC COMMENT** Supervisor Joe Baca, Jr., Chair

5. **INFORMATIONAL ITEM(S)**
5.1 Review Fiscal Year 2020-21 Head Start/Early Head Start
Carryover Funding Increase Madeline Tsang, Administrative Manager

6. **DISCUSSION ITEM(S)** Supervisor Joe Baca, Jr., Chair
6.1 Consider Resolution No. 2021-12-17 finding that meeting in
person may present an imminent risk to the health or safety of some
meeting attendees as a result of the COVID-19 state of emergency
6.2 Make alterations if necessary to the Resolution
6.3 Adopt Resolution No. 2021-12-17

7. **EXECUTIVE COMMENT** Supervisor Joe Baca, Jr., Chair

8. **ADJOURNMENT** Supervisor Joe Baca, Jr., Chair



Preschool Services Department Administration

Jacquelyn Greene
Director

Head Start & Early Head Start Grant Award (09CH011719) FY 2020-2021 Carry Over Request Submitted to the Policy Council and Shared Governance Board

San Bernardino County Preschool Services Department (PSD) is requesting approval to carry over total unobligated funds of **\$5,976,272** for the Head Start (HS) program and \$1,656,786 for the Early Head Start (EHS) program from FY 2020-2021 program year (PY01) to FY 2021-2022 program year (PY02) for the following reasons:

- To purchase an Administration Building and two modular units for the Yucaipa site relocation
- To purchase and set-up shade structures, playground equipment for HS and EHS preschool sites located at Barstow, Whitney Young, Victorville, Ontario Maple, San Bernardino West, Apple Valley, Yucca Valley, Yucaipa and Upland
- To facilitate minor renovations for EHS expansion sites and preschool relocation of existing sites. These projects may include fences, pour'n play, artificial turf, bike track, ADA Ramp, etc.
- To complete contractual services including those provided by the delegate agency and other contractors
- To ensure new and existing classrooms are supported with furniture, network, computers, curriculum, health and safety supplies, etc.
- To provide staff with professional development training for EHS expansion

Estimated expenditure by program, CAN number, and budget category are as follows:

Category	Head Start	Early Head Start			HS & EHS GRAND TOTAL	
	CAN# G094122	CAN# G094122	T/TA CAN# G094121	Expansion CAN# G091128		EHS Total
C. Travel			11,887		11,887	
D. Equipment	250,000	30,000		137,500	167,500	417,500
E. Supplies	349,503	146,720		384,156	530,876	880,379
F. Contractual	99,413	224,212		195,000	419,212	518,625
G. Construction	3,557,507				-	3,557,507
H. Other	1,719,849	240,213		287,098	527,311	2,247,160
TOTAL	5,976,272	641,145	11,887	1,003,754	1,656,786	7,633,058



Preschool Services Department Administration

Jacquelyn Greene
Director

Head Start & Early Head Start Grant Award (09CH011719) FY 2020-2021 Carry Over Request Submitted to the Policy Council and Shared Governance Board

San Bernardino County Preschool Services Department (PSD) is requesting approval to carry over total unobligated funds of \$6,076,366 for the Head Start (HS) program and \$1,656,786 for the Early Head Start (EHS) program from FY 2020-2021 program year (PY01) to FY 2021-2022 program year (PY02) for the following reasons:

- To purchase an Administration Building and two modular units for the Yucaipa site relocation
- To purchase and set-up shade structures, playground equipment for HS and EHS preschool sites located at Barstow, Whitney Young, Victorville, Ontario Maple, San Bernardino West, Apple Valley, Yucca Valley, Yucaipa and Upland
- To facilitate minor renovations for EHS expansion sites and preschool relocation of existing sites. These projects may include fences, pour'n play, artificial turf, bike track, ADA Ramp, etc.
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C. Travel			11,887		11,887	11,887
D. Equipment	250,000	30,000		137,500	167,500	417,500
E. Supplies	250,178	146,720		384,156	530,876	781,054
F. Contractual	99,413	224,212		195,000	419,212	518,625
G. Construction	3,557,507				-	3,557,507
H. Other	1,919,268	240,213		287,098	527,311	2,446,579
TOTAL	\$6,076,366	\$641,145	\$11,887	\$1,003,754	\$ 1,656,786	\$7,733,152

The amount of \$7,633,058 on previous carryover request was approved by the Shared Governance Board at their respective meeting on October 21, 2021. The request was presented to the Policy Council on October 18, 2021 and approved on 11/16/2021. The Office of Head Start recommended PSD to carryover additional funds to be utilized for needed projects on November 24, 2021. An additional \$100,094 Head Stat fund has been added to this request, and \$99,325 has been transferred from Supplies to Other budget categories to cover the material increases on a new fence project at Ontario Maple Preschool Site. This carryover request with additional funds will be presented to the Shared Governance Board and the Policy Council at their respective meetings on December 17, 2021 and December 20, 2021 as an information item.

**HEAD START SHARED GOVERNANCE BOARD FOR
SAN BERNARDINO COUNTY PRESCHOOL SERVICES DEPARTMENT**

RESOLUTION NO. 2021-12-17

A RESOLUTION OF THE HEAD START SHARED GOVERNANCE BOARD FOR SAN
BERNARDINO COUNTY PRESCHOOL SERVICES DEPARTMENT
FINDING THAT MEETING IN PERSON PRESENTS AN IMMINENT RISK TO
THE HEALTH OR SAFETY OF ATTENDEES
AS A RESULT OF THE COVID-19 STATE OF EMERGENCY

WHEREAS, on March 4, 2020, the Governor proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS, on March 17, 2020, the Governor issued Executive Order N-29-20, under the provisions of Government Code section 8571, finding that strict compliance with various statutes and regulations specified in that order would prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of COVID-19; and

WHEREAS, Executive Order N-29-20, in part, suspended certain provisions of the Ralph M. Brown Act (Brown Act) related to participation in meetings via teleconference in order to provide legislative bodies with more flexibility to hold public meetings while maintaining social distancing due to COVID-19; and

WHEREAS, on June 11, 2021, the Governor issued Executive Order N-08-21 which, in part, provides that the teleconferencing provisions set forth in Executive Order N-29-20 expire on September 30, 2021; and

WHEREAS, on September 16, 2021, the Governor signed Assembly Bill 361 into law, amending the Brown Act in order to continue some of the teleconferencing flexibility during a State of Emergency following the expiration of Executive Order N-29-20 on September 30, 2021; and

WHEREAS, in order to utilize the teleconferencing provisions of Assembly Bill 361, there must be a proclaimed State of Emergency and either: (1) social distancing measures recommended by State or local officials or (2) the legislative body must make certain initial findings; and

WHEREAS, to continue to the utilize the teleconferencing provisions of Assembly Bill 361, within 30 days of holding a meeting under the provisions enacted by Assembly Bill 361, the legislative body must make new findings; and

WHEREAS, there is currently a State of Emergency in California pursuant to the Governor's March 4, 2020, proclamation; and

WHEREAS, due to the ongoing State of Emergency and the public health threat posed by COVID-19, the HEAD START SHARED GOVERNANCE BOARD FOR SAN BERNARDINO COUNTY PRESCHOOL SERVICES DEPARTMENT seeks to make findings, as required by Assembly Bill 361, that as a result of the COVID-19 State of Emergency, meeting in person would present an imminent risk to the health or safety of some meeting attendees; and

WHEREAS, the circumstances of the State of Emergency continue to directly impact the ability of the members of the legislative body and members of the public to meet safely in person; and

NOW, THEREFORE, BE IT RESOLVED, by the HEAD START SHARED GOVERNANCE BOARD FOR SAN BERNARDINO COUNTY PRESCHOOL SERVICES DEPARTMENT, as follows:

Section 1. The Governor’s State of Emergency Declaration, issued on March 4, 2020, remains active.

Section 2. As a result of the March 4, 2020, State of Emergency, meeting in person would present an imminent risk to the health or safety of some attendees.

Section 3. The circumstances of the emergency have been considered and the State of Emergency directly impacts the ability of the HEAD START SHARED GOVERNANCE BOARD FOR SAN BERNARDINO COUNTY PRESCHOOL SERVICES DEPARTMENT and members of the public to meet safely exclusively in person.

Section 4. This Resolution and the findings contained herein shall apply to all meetings of the Board and all of the Standing Committees of the HEAD START SHARED GOVERNANCE BOARD FOR SAN BERNARDINO COUNTY PRESCHOOL SERVICES DEPARTMENT.

The foregoing Resolution was passed and adopted this 17th day of December 2021, by the following vote:

AYES: Baca, Jr., Sequeira, Alvarez, Knight

NOES: None

ABSENT: Alejandre, Patel

ABSTAIN: None

APPROVED:

Shared Governance Board Chair

ATTEST:

Shared Governance Board Secretary