



## HEAD START POLICY COUNCIL SPECIAL CALL MEETING

October 4, 2022

6:15 P.M.

<b>Members Present</b>	Edgewood Independent School District (EISD): Ariana Patino, Maria C Martinez San Antonio Independent School District (SAISD): Maritza Mendoza, Melinda Pina EHS-EISD: None EHS-CCP: Krizia Franklin, Naomi Castellanos Community Representative: Christy Caez Claudio
<b>Members Absent</b>	Edgewood Independent School District (EISD): None San Antonio Independent School District (SAISD): Alexis Alfaro EHS EISD: Sabrina Garcia EHS-CCP: None Community Representative: David King
<b>Alternate Members Present</b>	Edgewood Independent School District (EISD): none San Antonio Independent School District (SAISD): Isabel Martinez EHS-EISD: none EHS-CCP: Ruby Arizola
<b>Alternate Members Absent</b>	Edgewood Independent School District (EISD): Angelica Hernandez, Edith Palao San Antonio Independent School District (SAISD): Martha Alvarez, Jessica Gomez, Sherise N. Campbell EHS-EISD: Mercedes Brinkley EHS-CCP: Lashonika Simpson

---

---

### I. CALL TO ORDER

2021-2022 San Antonio Independent School District (SAISD) HSPC Chair, Naomi Castellanos, called the meeting to order at 6:23 p.m.

### II. PUBLIC COMMENTS

None to report

### III. BRIEFING AND POSSIBLE ACTION (a-b)

#### a. Approval of 2022-2023 Head Start Budget Revision

HSPC Chair, Naomi Castellanos, introduced Ms. Mary Vasquez, Fiscal Manager, to present the Approval of 2022-2023 Head Start Budget Revision. Ms. Vasquez reviewed the budget revision for the Head Start program and provided detailed explanations for the positive variance of \$830,792.00 in total personnel costs. Ms. Vasquez described how permission was needed from the Office of Head Start whenever an amount of more than \$250,000.00 is shifted between categories. It was explained that we want to spend all of our money and we want to request approval to shift that money to other budget line items.

Ms. Vasquez also provided detailed information about other budget line items that would be receiving additional money.

HSPC member, Krizia Franklin, requested clarification on the budget amount of \$375,000.00 in the supplies line item. Ms. Audrey Jackson, Head Start Administrator, explained that these funds were to be used for the parent engagement project the Policy Council had approved. Ms. Jackson stated that American Rescue Plan Act (ARPA) funds were going to be used to pay for the parent engagement project, but we are almost finished with the spending of those funds. Ms. Franklin also discussed the parking lot situation at Schenck Elementary. Ms. Vasquez explained that was a matter for SAISD and the priorities they set; furthermore, the district's funding includes multiple sources, other than Head Start funds. No further questions were asked.

**Motion:** Ms. Christy Caez Claudio moved to approve the 2022-2023 Head Start Budget Revision with minor edits.

**Seconded (2nd):** Ms. Krizia Franklin

**Vote:** All in favor (unanimous)

**b. Approval of the Head Start, Early Head Start, and Early Head Start-Child Care Partnership Program American Rescue Plan Act (ARPA) Funding**

HSPC Chair, Naomi Castellanos, introduced Ms. Mary Vasquez, Fiscal Manager, to present the Approval of the Head Start, Early Head Start, and Early Head Start-Child Care Partnership Program American Rescue Plan Act (ARPA) Funding. Ms. Vasquez explained the purpose of the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) and the American Rescue Plan Act (ARPA) funding. Ms. Vasquez reported this was a consolidated grant so it is meant to be used across all three programs. The total amount of this grant is \$5,037,486.00. This grant runs for two years and it expires on March 31, 2023. This grant does not require a budget but we were asked to separate the funds and list how they would be used. Furthermore, these funds were to be used for one-time projects. Ms. Vasquez provided detailed information on the budget categories that included total personnel costs, equipment, supplies, travel, construction, other and contractual categories.

HSPC member, Krizia Franklin, inquired about the amount of \$167,694.00 in total personnel costs and asked if this amount included the teachers' stipends. Ms. Vasquez discussed the allocation of those funds and explained the blending of funding with the Early Head Start-Child Care Partnership program.

**Motion:** Ms. Christy Caez Claudio moved to approve the Head Start, Early Head Start, and Early Head Start-Child Care Partnership Program American Rescue Plan Act (ARPA) Funding with minor edits.

**Seconded (2nd):** Ms. Maria C. Martinez

**Against:** Ms. Krizia Franklin

**Vote:** All in favor (9-1)

## **V. Announcement**

HSPC Chair, Naomi Castellanos, asked Ms. Andrea Martinez, Senior Management Analyst, to present an announcement. Ms. Martinez played a video from KENS-5 television station regarding early childhood programs in the San Antonio Independent School District (SAISD). The City of San Antonio Head Start

program was highlighted and the benefits of enrolling young children in the program. Ms. Martinez also provided information on the Head Start Policy Council parent elections.

**VI. ADJOURNMENT**

**Motion:** Ms. Maritza Mendoza moved to adjourn the meeting.

**Seconded (2<sup>nd</sup>):** Ms. Maria C. Martinez

**Vote:** All in favor (unanimous) – The motion carried.

**HSPC member for Chair, Naomi Castellanos, adjourned the meeting at 7:11 pm.**

\_\_\_\_\_  
**Chair**

\_\_\_\_\_  
**Date**