



**Policy Council
Enrollment and Attendance Committee
February 12, 2025
5:45 p.m.
Meeting Minutes**

I. Call to Order

Ms. Kimii Robinson presided over the meeting. The meeting was called to order at 5:57 p.m.

II. Roll Call

The following participated in the meeting:

Members	Representing Centers
Kimberly Wardlow	GBillyJr
Sherelle Stephens	Lord's Learning Center
Madelyn Noda	New Aladdin Learning Center
Angelina Leyva	Sunshine
Nathalie Diaz	Tiny Tykes
EHS Staff	Position
Belkis Torres	Vice President for EHS
Jessica Dittmar	Administrative Coordinator
Kimii Robinson	EHS Director of Family and Community Engagement

III. Action Item

A. Election of a Committee Chair

The following were nominated for the position of chair. Ms. Angelina Leyva was elected 5 in favor and 0 opposed.

B. Election of a Committee Vice Chair

The following were nominated for the position of vice chair. Ms. Sherelle Stephens was elected 5 in favor and 0 opposed.

IV. Reports

Ms. Leyva asked Ms. Robinson to share the enrollment and attendance reports. Ms. Robinson shared the following:

A. Enrollment Reports (November 2024, December 2024, and January 2025)

The Early Head Start (EHS) program ended the month of **November 2025** with 734 children enrolled and 16 vacancies with less than 30 days.

The Early Head Start (EHS) program ended the month of **December 2024** with 746 children enrolled and 4 vacancies with less than 30 days.

The Early Head Start (EHS) program ended the month of **January 2025** with 747 children enrolled and 3 vacancies with less than 30 days.

B. Attendance Reports (November 2024, December 2024, and January 2025)

The Attendance in November was 84%. Children were mainly absent due to sickness. The reason for the sickness was mainly a fever followed by a cold, cough, and flu.

The Attendance in December was 83%. Children were mainly absent due to sickness. The reason for the sickness was mainly a fever followed by a cold. Also, there was an increase in absences due to families taking vacations for the holidays.

In January, the average daily attendance was 86%. The main reason for children being absent was sick/illness. The reason for the sickness was mainly a fever followed by a cold.

V. Public Comments

No public comments were shared.

VI. Adjournment

Ms. Leyva asked for a motion to adjourn the meeting.

- Motion made by Madelyn Nora

The meeting was adjourned at 6:14 p.m.

DRAFT