



**Citywide Parent Policy Committee (CPPC)**  
**Hybrid Full Council Meeting - Tuesday, May 20, 2025**

**Meeting Location: King Center 4314 South Cottage Grove Chicago, IL 60653**

**Microsoft Teams Link: [https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_YzlmY2ZiY2MtNjFkZC00N2E4LWJiZDQ0YzA1YzgwYThlNjEw%40thread.v2/0?context=%7b%22Tid%22%3a%227036cda9-062d-4151-8144-97ddc56e7027%22%2c%22Oid%22%3a%22cbafbe73-338f-42b8-8a69-aada3a64fd16%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_YzlmY2ZiY2MtNjFkZC00N2E4LWJiZDQ0YzA1YzgwYThlNjEw%40thread.v2/0?context=%7b%22Tid%22%3a%227036cda9-062d-4151-8144-97ddc56e7027%22%2c%22Oid%22%3a%22cbafbe73-338f-42b8-8a69-aada3a64fd16%22%7d)**

**10:30 am-12:30 pm**

**Meeting Minutes**

- Call to Order. Jasmine Jordan calls the meeting to order at 10:40 A.M.
- Roll Call/Establish Quorum. No quorum established.

**DFSS staff**

[x] Mara Martinez  
[x] Craig Zemke  
[x] Martuice Brooks  
[ ] Sharron Davis  
[x] Berenice Vargas  
[x] Soung San  
[x] Jocelyn Buchanan  
[ ] Raven Whitehead  
[x] Raven Jackson  
[ ] Jacinta Passamentt  
[x] Delilah Bedolla  
[x] Charles Hall  
[x] Cerathel Burnett  
CNH(P)  
[x] Tasia Evans  
House(Alt. P)  
[x] Christopher Peragallo  
[ ] Catherine Soto  
[ ] Sharay Johnson  
[ ] Cathy Wiggins  
[x] Angel Dotson

**Delegates/Guests**

[ ] Desiree Patterson- Kenedy King (P)	[ ] Ms. T. Li
[x] Melissa Moore – (SGA – guest)	[ ] Sara Ortega- Diversey Daycare
[x] Jasmine Jordan – Trinity Childcare (P)	[ ] Tracy McAfee - YMCA
[x] Tianna Reid – CYC (P)	[ ] Fanita Robins – YMCA – (P)
[ ] Kebede Mereba – Chris House (P)	[ ] Shakira Rius
[ ] Jada Mendez – El Valor - (P)	[ ] Victoria Marinez SGA- (P)
[x] Nicholena Moore – El Valor (P)	[ ] Yulieth Perez
[ ] Brenda Romero – Kimball Daycare (P)	[ ] Nala Buchanan
[ ] Tierra Muhammad – Montessori (P)	[ ] ELC Gloria A.
[ ] Consuelo Cancino – Erie	[ ] Guadalupe
[ ] Timmy Adegunju - Mary Crane (P)	[ ] Carla Johnson (Alt. P)
[ ] Chardina Burks – ITAV	[ ] Brandi Spruell–Family Focus(P)
[ ] Litecia Casteneda – Northstar	[ ] Shannon Moten-Rogers–
[x] Sharon Kirkconnell – El Valor (P)	[ ] Angela Obaseki –Chris
[ ] Frederick Stewart	[ ] Ana Garcia – Diversey Daycare
[x] Tracy Rayner – NUSH (P)	[ ] Calzada Estela – SGA staff
[ ] Tiara Rodriguez – Gads Hill (P)	[x] Felena Boston -Ada S. (P)
[ ] Janelle Davis – YMCA (P)	[ ] Brittney Brooks – Allison Inf/Tod
[ ] Kiara Johnson – CCC (P)	[ ] Anastacia Jackson – ITAV (P)
[ ] Charles Frazier – CNH (P)	[ ] Siliece Wiggins CNH (coordinator)
[ ] Zachery Korotko	[x] Artiya Nash – (Claridigm guest)
[ ] Johnnisha Moore – FF Southshore	[ ] Eva Esparanza
[ ] KE (Teamwork Englewood)	[ ] Alisha Rosand

- Action items. Jasmine Jordan reminds all parents that they can only review the meeting minutes, but they are not able to vote.
  - o Approval of **April 15, 2025**, Full Council Meeting Minutes
- DFSS Executive Updates. Jasmine Jordan calls on the next presenter.
  - o Deputy's Corner. Cerathel Burnett gives updates. Mayor Johnson issued a proclamation designating April as "Month of the Young Child." Both CPS and the Children's Service Division celebrated the month of Young Child and Día de Los Niños by offering early learning and literacy activities across the city of Chicago. On May 13<sup>th</sup>, Mayor Johnson and DFSS announced a \$7 million city investment (from corporate funds) to provide a cost-per-child increase towards the salaries of early childhood professionals. About 3000 early childhood workers across 86 providers will receive wage increases (5-10%). For 2025, the in-service for all agencies is scheduled for August 19-21. The CEL RFP for FY2025 will soon be released. All agencies must apply. For Self-Assessment, DFSS is conducting. All parents' recommendations are welcome. Q1 – completed, Q2 – May 28<sup>th</sup>, Q3 – Jun 18<sup>th</sup>, Q4 – August 14<sup>th</sup>.
  - o OHS Communication – Expanding Educational Freedom - ACF-OHS-IM-25-04. Cerathel Burnett explains the Information Memorandum (IM). This IM outlines the central role in promoting parent choice to select the early care and education providers that best meet their family's needs for their children and recognizes that HS programs serve as the foundation for school readiness by preparing young children for academic and social success. Additionally, the HS programs help parents understand school choice options and can serve as a valuable resource to prepare families to effectively utilize the options available in their communities. It is to encourage HS programs to facilitate parent choice in three key ways: 1) actively participating in state and local efforts to coordinate early care/education enrollment and services and promote access to a variety of early care/education (ECE) options in the state or local community; 2) engaging families to determine, develop, and improve their program model and consider how their program offerings respond to family needs and promote family choice; and 3) re-examine community partnerships and evaluating how thru can be strengthened and expanded in ways that support family choice, including through connections to faith-based settings for families that desire this option.
  - o Month of the Young Child – Mayor Brandon Johnson. (see above notes)
  - o Office of Head Start Updates.
    - The City of Chicago Regional Office has been realigned to Region Midwest X. Our Region 5 has been closed. Altogether, five regions were closed. Our Chicago region is now in Missouri. There are no contact specialists assigned. One last thing, we have received a reduction in our federal funding. We received three notifications – reducing our Early HS grant, EHS CCP grant, and EHS Expansion grant.

Federal Program	Head Start	EHS	EHS CCP	EHS expansion
Total Revised Slot	1354	1072	749	180
Total \$ Reduction				

Our DFSS office is appealing for this funding reduction. The reduction is based on our enrollment in March 2025. According to our latest data report, enrollment is increasing. We are concerned about families that do not have access to the programs during the Fall programming year. More information is to come.

- Mental Health Awareness – Training. Jasmine Jordan calls on the next presenter. Ms. Melissa Moore from SGA is to give her presentation on Mental Health Awareness training. Our objectives include creating a community, promoting mental health and early childhood development, family wellness, and providing mental health resources, while also encouraging help-seeking behavior.

Sometimes, when we're in a rush, we can't slow down. A 2024 study, titled "Parents under Pressure," examined the mental health and well-being of parents. The article highlights the strains and stressors that parents face, including financial strain, economic instability, poverty, time demands, concerns about children's health and safety, parental isolation and loneliness, the impact of technology and social media, and cultural pressures related to children's future. All behaviors are a type of communication. These behaviors provide us with clues to understand, allowing parents to offer support for them. Behaviors are so communicative that no words or descriptions are needed. This is how children develop their social-emotional health and mental health. These behaviors start early in life. What is attachment? It refers to the continuing and lasting relationships that young children form with one or more adults, aspects of adult-child relationships, and the sense of security or safety in the company of a particular adult. Secure attachments are safe, affectionate, and enduring relationships. Children learn important lessons about themselves/ others. Through secure attachments, children can focus on learning, explore their environment, and manage their emotions. Developing strong emotional capacities is a lifelong process. It helps children to excel in school, solve technical problems, ask for help, and develop patience. All these exceptional skills are essential in adult life. If children are sad, it is challenging for them to create friendships, follow directions, pay attention in class, and solve problems. Promoting social-emotional well-being within a family and community. Stress is a state of worry or mental tension caused by a difficult situation, feeling under pressure, or feeling threatened. Stress affects the mind/body. 1. Behavioral – neglecting responsibilities, changes in appetite, sleep disturbances. Emotional – depression, agitation, irritability, and loneliness, 3. Cognitive – poor concentration, memory problems, constant worrying, seeing the negatives only, 4. Physical – headaches, migraines, chronic fatigue, hair loss, acne, palpitations, changes in bowel habits, and muscle aches. The Stress Response – Fight/Flight or Freeze. The body's natural stress response to danger/threat, 3. Young children who have experienced trauma may have an overactive stress response system, 4. The internal alarm system that senses danger may go off in response to reminders or triggers of trauma, even at distances where there is no real danger/ threat. What is trauma? A stressful situation caused by intense fear and a feeling of helplessness, an overwhelming inability to cope, and a real threat to one's life. Traumatic situations include the experience of neglect, abuse, natural disaster, and witnessing violence. Self-care and dimensions of wellness encompass emotional, physical, social, intellectual, financial, and environmental aspects in a multidimensional way. Self-care

for adults includes getting enough sleep, drinking water, moving the body, listening to music, talking to friends and family, journaling, practicing deep breathing, and getting outside. Calm-down strategies for children include counting, taking a break, drawing pictures, swinging, rocking, reading a book, and hugging their favorite toys. Resources: Practice self-care, talk to a mental health professional, or contact the NAMI helpline (833-626-4244) or the CDPH mental health center (312-747-1020).

- **Parliamentarian Training.** Jasmine Jordan calls on the next presenter. Ms. Artiya Nash of Claridigm is to present her training. There are three learning objectives: 1) participants will understand key principles of parliamentary procedures, 2) Participants will be able to identify Robert's Rules of Order, and 3) participants will be able to use the parliamentary process.

The Head Start's key principles of parliamentary procedure – only one issue to be discussed at a time. All parents have equal rights (to vote, be heard, and oppose). A primary vote decides an issue. The rights of the majority must be protected, and they must be fair for all. No one can speak without the chair's recognition. A quorum is needed for meetings to be valid. The policy council must include parents, community partners, and staff to make informed decisions. Meetings are structured using Robert's Rules of Order. The chair only recognizes members who wish to speak. Motions and debates can be proposed and engaged. Decisions are made through voting. Members can raise points of order. A quorum is necessary to ensure the meetings are valid. The benefits of using parliamentary procedure include meetings conducted efficiently, fair representation, transparency, accountability, and reduced conflict. The governance structure comprises the policy council, the governing board, and the parent committee. Parliamentary procedure provides a framework for conducting meetings (call to order, establish quorum, set the order of business). Members can make motions, propose actions, and debate the motions before voting. Motions can be amended and voted on. All members have the right to information, participate in discussions, and vote.

- **CPPC Updates.** Martuice Brooks reminds the parents that there are three vacant positions. If either parent is interested, they can nominate themselves or another parent. As of March 4, 2025, there are vacant positions.
  - Secretary
  - Assistant Secretary
  - Assistant Treasurer
- **Program Reports.** Jasmine Jordan calls on the next presenter.

- **Craig Zemke – This is our April Enrollment Report:**

Head Start – 1374	EHS – 1047	EHS CCP – 742
EHS Expansion – 186	PFA – 3876	Preventive Initiative – 3227

Attendance Report – April 2025.

HS – 83.52%	EHS – 83.69%
EHS CCP – 83.76%	EHS Expansion – 84.50%

Meals Report – April 2025 Report:

	Head Start	EHS	EHS-CCP	EHS-Expansion
Breakfast	16786	12966	8609	1878
Lunch	17720	13111	8742	1950
Snacks	16202	12347	8459	1855

Craig Zemke summarizes the financial expenditure report.

	HS	EHS	EHSCCP	EHSexpansion	ECBG	Childcare
Expenditure	6,001,585.4	7,141,262.2	3,609,802.7	1,023,377.8	59,572,041	6,105,281.2
Balance	19,405,571	26,479,730	15,552,721	3,198,445.1	41,552,397	4,700,368.7
% Utilization	23.62%	21.24%	18.84%	24.24%	58.91%	56.45%

Craig Zemke gives an overview of the content area reports for April 2025.

ERSEA continues to receive applications from families whose children are in 0-5 programs at CBO. The CEL for the 2025-2026 school year application is launched on April 8<sup>th</sup>. It had two press releases in support of the launch. Parents who need help with the application can dial CEL's hotline at 312-229-1690. The monthly enrollment for April is 83%. The One-System Initiative is underway to serve all unhoused individuals in Chicago. April 11, CSD hosted the CEL virtual enrollment training. The purpose of this training is to versed everyone on the CEL application process as well as provide a demo of the CEL application process ([chicagoearlylearning.org](http://chicagoearlylearning.org)). Collaborative efforts between the CSD and the Homeless Services Division have created recruitment opportunities. CBOs are provided with support and are encouraged to continue their recruitment efforts. Health/Nutrition, Mental Health/Disabilities – continued meetings with CPS and HS regarding the inclusion pilot ending in June 2025. A survey will soon be released. CSD and Lead Care Complete inform agencies about the resources available to mitigate lead in paint and water. Globetrotters Engineering hosted an overview of site inspections. On April 25<sup>th</sup>, the CSD director conducted the health services RFP webinar. Claridigm report: Users – 2559 and 1758 users have completed the module, including 3 CWPPC members. Alexander Sloboda conducted a presentation on Measles Immunization and prevention at our EDPD meeting on April 17<sup>th</sup>, providing the latest information on measles, vaccinations, and preparedness for children under 5 years old. Education/Training – For Erickson Institute (4/22-25/2025) with Topics (Disabilities- speech language/ basic understanding of autism/ understanding and utilizing the IEP.) Start Early (April 30, 2025) with the Topic DFSS home-based leadership staff community of practice. Teaching Strategies (4/8-30/2025) with topics Introduction to GOLD, mathematics in the creative curriculum for infants/toddlers...) and IUC (4/3-24/2025) with topics SMART goals and SMARTEST Goals...) Parent Family and Community Engagement (PFCE). UIC provides training to support Family Service Workers in

connecting families with community resources, ensuring that families' needs are met. DFSS continues reaching out to request a 5-minute slot on the Parent Policy agenda. The education manager's superpower was presented by Verlinda Sims of STGi (4/17<sup>th</sup>). Sharay Johnson (DFSS) and the team attended the Education Workforce Center open house, held at Truman College. The EWC offers support for early childhood professionals on Truman College's campus. Fiscal. Ongoing fiscal practice sessions will convene every third Friday of the month (1 pm – 3 pm). It is a platform where workers can discuss best practices, approaches, and challenges related to fiscal administration for their programs. It will also provide peer networking opportunities and peer-to-peer learning. DFSS is also engaging with agencies individually to request additional budgetary support. CPPC updates – All CPPC elected members must be parents of current high school (HS) enrolled children. Three vacant positions are secretary, assistant secretary, and assistant treasurer. Agencies with many funding sources must have parent representation, one from each funding source. DFSS staff participate in agency CPPC meetings to inform parents of the importance of our parent policy committees and empower more parents to serve as partners in their children's education and care, for the 2025 CPPC executive meeting calendar: June 3, July 1, August 5, September 2, October 7, and November 4. For the 2025 Full Council meeting dates, please note: May 20, June 17, July 15, August 19, September 16, October 21, and November 18.

- Open Discussion. The floor is open for any questions or concerns from today's meeting.
  1. Ms. Boston requires clarification on the appeal for funding due to under-enrollment. In April 2025, we received notifications from the OHS saying DFSS is under-enrolled. We did not achieve the required 97% enrollment and retention for four consecutive months. The OHS reduces our enrollment numbers. HS – from 1489 to 1354, EHS – from 1267 to 1072, EHS CCP – from 1100 to 749, and EHS Expansion – from 200 to 180. The reduction is over \$ 14 million. This appeal is based on the April enrollment numbers, which are trending upward. What is the percentage of enrollment as of April 2025? The average is 83%, and for Head Start, it is 93%.
  2. Ms. Moore asks, 'What happens if the enrollment from April goes back down?' The office of Head Start focuses on enrollment, but they understand that in the Summer, the children are on vacation. The enrollment is low. They focus on enrolling children in October.
- Adjournment. Jasmine Jordan adjourns the meeting at 12:23 P.M.
  - 1<sup>st</sup> motion – Jasmine Jordan
  - 2<sup>nd</sup> motion – Nicholena Moore