



Citywide Parent Policy Committee (CPPC)
Hybrid Full Council Meeting - Tuesday, September 23, 2025

Meeting Location: King Center (Hybrid)

Microsoft Teams Link: https://teams.microsoft.com/l/meetup-join/19%3ameeting_YzlmY2ZiY2MtNjFkZC00N2E4LWJiZDQ0YzA1YzgwYTlhNjEw%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 – Desiree Patterson calls the meeting to order at 10:38 A.M
- Roll Call/Establish Quorum – No Quorum established.

DFSS staff

[x] Craig Zemke
[x] Martuice Brooks
[x] Berenice Vargas
[x] Soung San
[x] Jocelyn Buchanan
[x] Raven Jackson
[x] Delilah Bedolla
[x] Charles Hall
[x] Cerathel Burnett
[x] Tasia Evans
[x] Catherine Soto
[x] Sharay Johnson
[x] Angel Dotson
[x] Kiersten Smith
[x] Camile Franklin

Delegates/Guests

[x] Desiree Patterson- Kenedy King (P)
[x] Angela Igbinweka- Chris House (P)
[x] Consuelo Cancino – Erie House
[x] Nicholena Moore – El Valor (P)
[x] Sharon Kirkconnell – El Valor (P)
[x] Christopher Peragallo (S)
[x] Tiara Rodriguez – Gads Hill (P)
[x] Samantha Ricardo – AITC (S)
[x] Angie Fells – ADS. McKinley (S)
[x] Autumm Caldwell – Allison (S)
[x] Najak Kakow - N&K Corp. (S)
[x] Cara Conn – AITC (S)

- Action items
 - o Approval of **August 26, 2025**, Full Council Meeting Minutes – committee parents can review the meeting minutes, but there will be no vote.
- DFSS Executive Updates. Desiree Patterson calls on Ms. Cerathel Burgess Burnett.

Grant Application Submissions – The grant applications were submitted on time, with changes in scope (reducing the number of slots from 1100 to 705 and increasing the rate per child), except for the EHS-expansion, which was submitted with no changes. The start date is December 1,

2025, through November 30, 2026. As of today, we have not received any requests for edits. Second, the Head Start agencies are not required to request parents' immigration status. We are not making changes to the enrollment procedures at any of the agency sites. The mayor's office has distributed information/resources, such as the "know your rights" documentation. Our biggest concern: parents decide not to bring or drop off their children at the center out of fear. A reminder: delegate agencies are safe spaces for children. At agencies, if no parents come to pick up the children, the agencies must know who should pick them up (proof: copies of documentation). The agencies must lock their doors, so they do not have to admit unauthorized personnel to the centers. Only allowable to those who have a judicial warrant in their possession. To be informed of the current news, keep an eye on the CSD's update and the City of Chicago website.

- CPPC Updates. Martuice Brooks reminds members of the committee that there will be elections for the November 25-26 school year. In November, all vacancies will be posted for those who are interested in joining the CPPC. However, we still have three vacant positions.
 - A. Here are the Vacant Positions (updated on 3/4/25)
 - Secretary
 - Assistant Secretary
 - Assistant Treasurer
- Program Reports. Desiree Patterson calls on the next presenters.

- This is enrollment/attendance for August. Craig Zemke summarizes the enrollment report, meals count, and attendance reports for August 2025. There is an improvement. This is our August Enrollment Report:

Head Start –	1358	EHS –	1118	EHSCCP –	749
EHS Expansion –	182	PFA –	3725	Preventive Initiative –	3956

Attendance Report – August 2025. The attendance is a bit low. We expect the number to increase in September 2025.

HS – 73.96%	EHS – 71.37%
EHSCCP – 78.64%	EHS Expansion – 84.09%

Meals Report – August 2025 report:

	Head Start	EHS	EHS-CCP	EHS-Expansion
Breakfast	10078	11624	9913	1247
Lunch	9796	10087	9549	1282
Snacks	6426	6618	6972	1226

- Sharron Davis – summarizes financial expenditure August report. We encourage the delegate agencies to submit their invoices. For Head Start programs, the reporting should be at least 75%. The state grant reporting should be at 16%. The childcare grant approval is pending. Overall, the total budget for CSD programs is \$183,536,936.00; the expenditure rate is \$39,511,091.00, and the remaining balance is \$144,025,845.00. The utilization rate: 21.53%

	HS	EHS	EHSCCP	EHSexpansion	ECBG	Childcare
Expenditure	13,775,201.00	16,210,093.00	6,914,290.00	1,920,688.00	690,818.00	

Balance	11,631,956.00	17,410,900.00	12,248,234.00	2,301,135.00	100,433,621.00	
% Utilization	54.22%	48.21%	36.08%	45.49%	0.68%	0.00%

- Craig Zemke summarizes the Content Area Reports.

(a). ERSEA – continues to receive online applications from family who are interested in enrolling their children in CBO. CEL application for the 25-26 school year launched on April 8, 2025. At the end of last month, we received about 6,000 applications. A hotline at 312-229-1690 is available for parents who need assistance. The average enrollment in August is 84%. All CBOs are encouraged to continue their recruitment efforts among current residents of Chicago.

(b) Health/Nutrition/Mental Health/Disabilities – CSD and Lead Care Complete are collaborating to inform agencies about the resources (mitigating lead in paint and water). Continued meetings with CPS and HS while the inclusion pilot ended, and the focus turned to updating the MOU. On 8/25/2025, HS and CPS held a meeting to review changes to the MOU and discuss the dual enrollment issues agencies are experiencing. Children enrolled in an IEP can attend the CPS and Head Start programs. 8/12/2025 – talks with UIC extension project outreach and a presentation to agencies in September. 8/29/2025 – CSD awaits a decision on awarding a health vendor to serve as an expert who can provide guidance to DFSS on health policies, training, and leadership for DFSS’s HMHSAC. For Claridigm (Health/Safety Module Status) for August 2025, the total number of users is 2,615. 1,807 users have completed the module (3 CWPPC). 1,856 users have completed 50% of the module. The Spanish version is now LIVE. All users can register at <https://www.earlychildedu.info/> or <https://zfrmz.com/f6CK73IIHWGYxKIIhtf>

(c) Education/Training – Teaching Strategies: 8/7/2025 (Introductory to GOLD...Spanish).

(d) Parent Family and Community Engagement (PFCE) – UIC provides training to support family service workers in connecting families with community resources. Other services include FAST literacy. DFSS staff continue attending CPPC meetings at agencies to provide an overview of HS history and emphasize the importance of parental involvement.

(e) CPPC updates – elected CPPC parents must be parents of current enrolled children in a DFSS-funded HS program. As of August 2025, three vacant positions are secretary, assistant secretary, and assistant treasurer. Agencies with more than one funding source must have parent representation, one from each funding source. The Full council voted to move future meetings to the 4th Tuesday of each month, starting July 22nd. The meeting (hybrid) is online and at the King Center.

(f) Fiscal – practice sessions convene every 3rd Friday of each month from 1-3 p.m. Topics include best practices, approaches, and challenges around fiscal administration for their programs. DFSS is also engaging with agencies individually to provide additional fiscal support upon request.

- a. Schedule of the CPPC meeting Calendar:

Executive Council Meeting		Full Council Meeting	
Date	Time	Date	Time
September 2 nd	11-12	September 23 rd	10:30 – 12:30

October 7 th	11-12	October 28 th	10:30 - 12:30
November 4 th	11-12	November 25 th	10:30 – 12:30

- b. Deputy Commissioner's Corner – Cerathel Burgess Burnett summarizes the updates. We are welcoming our new DFSS commissioner (Angela J. Green). For over 25 years, she has been a nationally respected human services administrator. Recently, she served as the regional administrator for HHS and as the administration for ACF. She served as deputy director for the Indiana Department of Child Services. She developed Indiana's first community-based child abuse prevention initiative. Also, we have a new first deputy (Harley Jones) from the mayor's office. He had experience in immigration, having worked for the City of Chicago. All three grant applications were submitted on August 29th, the annual report (23-24) and Self-Assessment (24-25), and the Eligibility policy were approved by the CPPC on August 26th. The grants were due on September 1st. For enrollment/eligibility, we have changed our criteria: the FPL falls between (101% – 130%), and about 35% of the family falls between these percentages. In addition, we are looking at high housing costs, light, and gas, among other things. The preservice on August 19-21 was very successful at the Palmer House. We had 1206 in attendance. We offer training across all content areas. We are preparing for the next preservice training sessions (year 2026). One last item: to all the parents with children enrolled in HS/EHS programs, we want to know your experience with HS/EHS. You can place your names in the Chat or email me. We will do an interview and post it. To all the staff in attendance, kindly bring the parents with you. This is a CPPC meeting.
- Open Discussion – Desiree Patterson – the hotline for the Chicago Early Learning is 312-229-1690. The parents must be elected by each agency, and parents must be from each funding stream. Angela Igbinweka has a question about transportation and quorum. Cerathel Burnett introduces Beatrice Nichol as a contact for transportation resources. We have scholarship opportunities for those who are interested in advancing their careers in early learning. We do not have a quorum. Desiree Patterson – a training from the UIC about autism? The presentation is postponed due to the holiday.
 - Adjournment – Desiree Patterson adjourns the meeting at 11:37 A.M.