



Interoffice Memo

DATE: January 10, 2026

PHONE: (909) 383-2024

FROM: Arlene Molina,
Director of Preschool
Services

TO:
Julie Diaz
Preschool Services

SUBJECT **PRESCHOOL SERVICES POLICY COUNCIL MEMBER TO ATTEND THE 2026 NATIONAL HEAD START ASSOCIATION PARENT AND FAMILY ENGAGEMENT CONFERENCE**

Attendee Names Sharmonic Rellis and Esmeralda Guevera
Alternate: Jonathan Wright and Stephanie Ventura
Cost Center: 5911022220
Dates(s) of Travel: February 9 - February 10, 2026
Purpose of Travel: Attend the 2026 National Head Start Association Parent and Family Engagement Conference in Ontario, CA.

Expenses:

Conference Registration (\$859 x two members)	2	EA	\$1,718
Day Child Care \$40 per day X 2 Days (2/9, 2/10)	2	EA	\$160
Mileage: Traveler 1 (Roundtrip to/from conference 90 miles x 0.725 cents) Mileage: Traveler 2 (Roundtrip to/from conference 164 miles x 0.725 cents)	2	EA	\$184
Lunch \$15 X 5 Day (2/9)	2	EA	\$30
On-site Self-Parking (\$10 x two days x two members)	2	EA	\$40
Subtotal			\$2,132
Contingencies			\$100
Grand Total			\$2,232

Contact Name: Julie Diaz

Phone: 909-383-2024

Justification:
At the 2025 National Head Start Association Parent Family Engagement Conference, attendees will participate in sessions focused on strengthening partnerships among HS parents, families, and staff to support family engagement and promote children's development and success at home and in school. Attendees will also have the opportunity to build strong collaborative relationships between families, program staff, and the broader community. The PC members will share the knowledge gained at the conference with fellow parents at their assigned school site and with other Policy Council members.



Parent & Family Engagement Conference

February 9–10, 2026 | Ontario, CA

WHO SHOULD ATTEND

This portion of the conference is designed for **Head Start and Early Head Start parents and caregivers**, as well as the **staff and partners who support them**. Families are central to the success of Head Start programs—not only as each child's first teacher, but also as participants in shared decision-making through Policy Councils and other leadership opportunities.

Recommended participants include:

- Parents and caregivers enrolled in Head Start or Early Head Start
- Policy Council members
- Family Services Workers and Engagement Coordinators
- ERSEA staff (Eligibility, Recruitment, Selection, Enrollment, and Attendance)
- Home Visitors and Home-Based Supervisors
- Health, Mental Health, and Disabilities Managers
- Community partners (WIC, housing organizations, health departments)
- Head Start alumni parents in leadership or volunteer roles

CONFERENCE PURPOSE

The Parent & Family Engagement Conference supports the development of strong partnerships between families, program staff, and communities. These sessions are aligned with the [Head Start Program Performance Standards \(HSPPS\)](#) and the [Head Start Act](#), with a focus on:

- Encouraging parent and caregiver participation in governance and program planning
- Supporting healthy family development and individual goal achievement
- Strengthening learning at home and during transitions
- Expanding access to local resources and services

- Supporting the social and emotional well-being of families and staff

Session Tracks

FAMILY LEADERSHIP	MENTAL HEALTH
HOME-BASED SERVICES	
COMMUNITY ACCESS	TRANSITIONS & READINESS

PARENT AND FAMILY ENGAGEMENT CONFERENCE

SCHEDULE at-a-glance

Monday, Feb. 9, 2026

Registration 7:30 AM - 4:30 PM
Community resource tables 8:00 AM - 3:30 PM
Opening General Session 9:00 AM - 10:30 AM
Concurrent Workshops 10:45 AM - 11:45 AM
Lunch on own 12:00 PM - 1:00 PM
Concurrent Workshops 1:30 PM - 3:00 PM
Concurrent Workshops 3:30 PM - 4:30 PM
Networking Reception 5:00 PM - 6:00 PM

Tuesday, Feb. 10, 2026

Registration 8:00 AM - 12:00 PM
Breakfast on own 8:00 - 9:00 AM
Concurrent Workshops 9:00 AM - 10:00 AM
Concurrent Workshops 10:15 AM - 11:45 AM
Lunch provided by HSC 12:00 PM - 12:30 PM
Closing General Session 12:30 PM - 2:00 PM

*Schedule subject to change

Who should attend?

The Parent and Family Engagement portion of Annual Conference is designed for Head Start and Early Head Start parents and caregivers, as well as the staff and partners who support them. Families are central to the success of Head Start programs—not only as each child's first teacher, but also as participants in shared decision-making through Policy Councils and other leadership opportunities.



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916-444-7760

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