



FOUNDATION FOR EARLY CHILDHOOD EDUCATION, INC.

BOARD OF DIRECTORS MEETING MINUTES

July 17, 2019

1. BOARD DINNER/SOCIALIZATION

2. CALL MEETING TO ORDER – 6:08 pm

a. Roll Call

Present: Patrick A., Rose C., Angelica O. and Dianna A., Abdi A., Simon H.

Via Phone: NA

Absent: Pablo O.

3. ORDER OF THE AGENDA

a. Changes to the Agenda – **Order of items.**

b. Items to be added to the Agenda- **None**

c. Board Fundraising Activities – **None reported**

Comments: NA

4. COMMUNICATIONS/ANNOUNCEMENTS

- Vasin, Heyn & Co. – Annual Single Audit Entrance Meeting
- President Remarks
- Board Member Remarks
- Board of Directors Discussion
- Public Comment (Members of the public will have three (3) minutes to address the Board)

Comments: NA

5. APPROVAL OF MINUTES:

- a. Minutes of June 19, 2019 Board of Directors Meeting

First: _____ Abdi A. _____

Second: _____ Rose C. _____

Comments: All in favor

6. RECOMMENDATIONS FOR APPROVAL:

a. OHS Governance Certification Screener

First: _____ NA _____

Second: _____ NA _____

Comments: Director reviewed the head start governance, leadership, and oversight capacity screener with BOD. PC was present to present feedback for this tool. Director collected all the information and signatures needed.

b. Move BAR-RAA #38-431 – Basic Budget Alignment Program Year 2018-2019

First: _____ Abdi A _____

Second: _____ Rose C. _____

Comments: All in favor.

c. BAR-RAA #38-432 – Construction Carryover Budget Alignment Program Year 2018-2019

First: _____ Angelica O. _____

Second: _____ Abdi A. _____

Comments: All in favor.

d. BAR-RAA #38-433 – Duration/Dosage Budget Alignment Program Year 2018-2019

First: _____ Abdi A. _____

Second: _____ Rose C. _____

Comments: All in favor

7. LOS ANGELES COUNTY OFFICE OF EDUCATION (LACOE) COMMUNICATION:

- a. Quarterly Systems Monitoring – *Not available as of 07/10/2019*

Comments: None

- b. Foundation Funding Approval Letter dated June 24, 2019

Comments: continue with as is CBA.

First: _____ Abdi A _____

Second: _____ Rose C. _____

Comments: All in favor.

8. REPORTS & INFORMATIONAL ITEMS

- a. Policy Committee Report - **Diana Aguilar presented report**
- b. BOD Fiscal Committee Report/Treasurer Report
- c. Director's Written Report
 - i. Monthly Status Reports – Service Areas
- d. Fiscal Officer's Monthly Financial Status Report
 - i. Fiscal Policies and Procedures Manual
- e. Assistant Director Report – ***Hard Copy Distributed***
 - i. Average Daily Attendance (ADA) Report – June 2019
 - ii. UI Report – Update – only 1 incident for June
 - iii. Recruitment & Enrollment Status for PY 2019-20 – see below
 - iv. Recruitment & Enrollment Activity Updates & Status for 2019-20
- f. Administration for Children and Families/Office of Head Start Communication – ***None Available***
- g. Board & Administrator Newsletter – ***None Available***
- h. Delegate Agency Board Composition Verification Form
- i. Board Member Contact Information – PY 2019-2020
- j. Certification of Signatures

k. Board Meeting Schedule for PY 2019-2020 – *Hard Copy Distributed*

Comments: Foundation is at 93% enrollment as of today. We are short 41 children, this is including the 12 children coming from LAUSD.

The fiscal manual was brought back to the meeting, as items was pending from last month's meeting. Director to continue with same process.

First: _____ Abdi A _____

Second: _____ Rose C. _____

9. ADJORNMENT – 7:50 pm

First: _____ Rose C. _____

Second: _____ Angelica O. _____

Comments: All in favor.