



Foundation For Early Childhood Education, Inc.  
3360 Flair Drive, Suite 100,  
El Monte, California 91731

**Board of Director's Meeting  
(Remote Participation)  
AGENDA**

**July 15, 2020**

**Zoom Meeting Information:**

- <https://us02web.zoom.us/j/87500078044>
  - Meeting ID: 875 0007 8044
  - One tap mobile
  - +16699006833, 87500078044# US (San Jose)
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**1. CALL MEETING TO ORDER – 6:05pm**

a. Roll Call

*Present: Pablo Ocasio, Angelica Orozco., Patrick Arcad, Simon Ho, and Claudia Rodriguez  
Via Phone:*

*Absent: Abd Ahmed, Rose Crupper,*

**2. ORDER OF THE AGENDA**

- a. Changes to the Agenda – Removed items “n” and “O” from approval section. No BOD approval necessary
- b. Items to be added to the Agenda- NA

**3. COMMUNICATIONS/ANNOUNCEMENTS**

- President Remarks
- Fundraising Activity Discussion
- Board Member Remarks
- Board of Directors Discussion
- Public Comment (Members of the public will have three (3) minutes to address the Board)

Comments: \_\_\_\_\_

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**4. APPROVAL OF MINUTES:**

- a. Minutes of June 17, 2020 Board of Directors Meeting

First: Pablo O.

Second: Angelica O.

Comments: NA

- b. Minutes of July 1, 2020 Special Call Board of Directors Meeting

First: Angelica O.

Second: Pablo O.

Comments: NA

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**5. RECOMMENDATIONS FOR APPROVAL:**

- a. BAR-RAA #39-463 – End of year budget alignment – Basic

First: Angelica O.

Second: Patrick A.

Comments: NA

- b. BAR-RAA #39-464 – End of year budget alignment – EHS

First: Angelica O.

Second: Patrick A.

Comments: \_\_\_\_\_

c. BAR-RAA #39-465 – End of year budget alignment – Dosage

First: Angelica O.

Second: Patrick A.

Comments: \_\_\_\_\_NA\_\_\_\_\_

d. BAR-RAA #39-466 – End of year budget alignment – EHS X startup

First: Angelica O.

Second: Patrick A.

Comments: \_\_\_\_\_NA\_\_\_\_\_

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e. BAR-RAA #39-467 – End of year budget alignment – EHS X

First: Angelica O.

Second: Patrick A.

Comments: \_\_\_\_\_NA\_\_\_\_\_

f. Vendor approval for the amount of \$250K

- Chefables
- Alite, DirectEd, Child Care Career
- Berkshire Worker Compensation Insurance Policy
- Lakeshore

First: Angelica O.

Second: Claudia R.

Comments: \_\_\_\_\_NA\_\_\_\_\_

g. Fiscal Manual – Policy & Procedure

First: Angelica O.

Second: Pablo O.

Comments: \_\_\_\_\_

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h. Employee Handbook  
• Recommended Changes

First: Pablo O.

Second: Angelica O.

Comments: \_\_\_\_\_NA\_\_\_\_\_

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i. LACOE Contract #C-20323 PY 2020-2021 Head Start & Early Head Start

First: Angelica O.

Second: Simon H.

Comments: Item was conditionally approved, waiting for summary of LACOE contract. Director emailed the summary.

j. Board of Directors By Laws

First: Pablo O.

Second: Simon H.

Comments: \_\_\_\_\_NA\_\_\_\_\_

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k. Board of Directors Meeting Schedule – PY 2020-2021

First: Angelica O.

Second: Simon H.

Comments: NA

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1. Delegate Agency Board Composition Verification Form

First: Claudia R.

Second: Angelica O.

Comments: \_\_\_\_\_

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m. Certification of Signatures

First: NA

Second: NA

Comments: No approval needed. \_\_\_\_\_

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

a. LACOE Superintendent Updates

Comments: \_\_\_\_\_

b. LACOE HSEL Quarterly Report (*Quarter 4 expected July 2020*)

Comments: \_\_\_\_\_

**7. REPORTS & INFORMATIONAL ITEMS**

- a. Policy Committee Report
- b. BOD Fiscal Committee Report/Treasurer Report
- c. Assistant Director Report
  - i. Average Daily Attendance (ADA) Report
  - ii. UI Report
  - iii. Recruitment & Enrollment Activity Updates & Status for 2020-21

- d. Program Manager Report
- e. Director's Written Report
  - i. Program Updates – Next Steps – PY 20-21 Service Delivery Plan discussion
  - ii. Program & Required Reporting Summary
- f. Fiscal Officer's Monthly Financial Status Report
- g. Administration for Children and Families/Office of Head Start Communication
- h. CDE – Management Bulletins & Other Critical Communications
- i. Board & Administrator Newsletter

Comments: \_\_\_\_\_NA\_\_\_\_\_

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**8. ADJORNMENT – 7:28pm**

First: Angelica O.

Second: Simon H.

Comments: \_\_\_\_\_NA\_\_\_\_\_

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