



Foundation For Early Childhood Education, Inc.



**Board of Director's Meeting  
AGENDA**

**Wednesday, August 18, 2021**

**6:00pm-8:00pm**

**Conference Call Information**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/89606709352?pwd=bNlNlMlVScEVpdDRlcHRkUT09>

Meeting ID: 896 0670 9352

Passcode: 909931

One tap mobile

+16699006833,,89606709352#,,,,\*909931# US (San Jose)

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**6:00 pm**

**1. CALL MEETING TO ORDER**

- a. Roll Call

**2. ORDER OF THE AGENDA**

- a. Changes to the Agenda
- b. Items to be added to the Agenda

**3. COMMUNICATIONS/ANNOUNCEMENTS**

- a. President Remarks
- b. Fundraising Activity Discussion (*see Fiscal Report for BOD Account Fund summary*)
- c. Board Member Remarks
- d. Board of Directors Discussion
- e. Public Comment (Members of the public will have three (3) minutes to address the Board)

**4. APPROVAL OF MINUTES:**

- a. Minutes of June 16, 2021 Board of Directors Meeting – *will be sent prior to meeting*
- b. Minutes of July 21, 2021 Board of Directors Meeting – *will be sent prior to meeting*

## 5. RECOMMENDATIONS FOR APPROVAL:

- a. Employee Handbook 2021-2022  
*(Code of Conduct sent to all BOD members for annual signature)*
- b. COVID Testing HR Policy & Procedure (Handbook Addendum)

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

- a. LACOE News Update 8.11.2021

## 7. CDE – State Preschool Program Updates/Communication

- a. Subject: Guidance Regarding Requirements for Reopening, Reimbursement, and Distance Learning (7.27.2021)

## 8. REPORTS & INFORMATIONAL ITEMS

- a. Policy Committee Report
- b. BOD Fiscal Committee Report/Treasurer Report
- c. Assistant Director Reports
  - Health, Nutrition, ERSEA & Family Services
  - Average Daily Attendance (ADA)  
Report- *No report/No services in July 2021*
  - UI Report, including COVID
  - Recruitment & Enrollment Activity Updates & Status for 2021-22
- d. HR Monthly Report
- e. Service Area Monthly Reports: Education, Mental Health, Disabilities, ERSEA/PFCE, Health & Nutrition, Parent Involvement
- f. Director's Written Report
  - i. Upcoming Program Changes – pending funding summary –EHS Conversions

*Pending BAR #:*

*Program Changes:*

- *Euclid convert from Part Day to Full Day for 30 slots*
- *Park Place converts to Early Head Start, 16 Slots*
- *Open Evergreen Elementary for Early Head Start 16 slots*

*\*Opening dates are projected for budget purposes. Actual date is unknown, pending approval from LACOE, OHS. Once HS to EHS conversion is approved we'll be required to license the sites as Early Head Start, new age group.*

*Funding Summary, New Schedule I/K and Org Chart will be presented in future with BAR*

- g. Fiscal Officer's Monthly Financial Status Report
- h. Administration for Children and Families/Office of Head Start Communication Regulations – PI – *None issued*
- i. Board & Administrator Newsletter – *Not available*

**9. ADJORNMENT**

**10. CLOSED SESSION – *If requested for discussion***