

Approved December 8, 2022

FOUNDATION FOR EARLY CHILDHOOD EDUCATION, INC.  
3450 E Sierra Madre Blvd., Pasadena, CA 91107

**POLICY COMMITTEE ELECTIONS MEETING**  
**November 10, 2022 – 9:30 A.M.-12:00 P.M.**

**MINUTES**

The meeting was called to order at 9:38 a.m.

Roll Call was taken and a quorum was established with 28 members present via zoom.

The President welcomed and thanked everyone for coming to today's Policy Committee meeting. She announced that today we would be having the elections for a new Executive Committee.

We received and reviewed the P.C. Summer Group Activities Report. The purpose of this report is so that the new Policy Committee can review the items that were discussed and approved during the summer break and they can continue with their functions as the new Policy Committee 2022-2023.

The minutes from our October 13, 2022 (Policy Committee Meeting), October 27 & 28, 2022 (Policy Committee Training) were read.

M/S/C Guajardo/Sanchez to approve the minutes for October 13, 2022 (Policy Committee Meeting) as read.

M/S/C Sanchez/Rodriguez to approve the minutes for October 27, 2022 (Policy Committee Training) as read.

M/S/C Carias/Bautista to approve the minutes for October 28, 2022 (Policy Committee Training) as read.

Our Director presented her report. She thanked all the Policy Committee members for attending today's meeting. The Director stated that she is looking forward to working with each and every one of us. She reviewed and explained the outcome of the Annual Single Audit Report. She stated that there were no findings and that the agency is doing well with its finances and documentation. The Director also informed us that she is continuously working on getting better pay for Foundations staff. She mentioned that a new proposal was included in the new Refunding Application for program year 2023-2024. The Director is currently working with the Administration staff to prepare the new Refunding Application for PY 2023-2024. More information will be brought to the Policy Committee for review and approval as soon as it becomes available.

We received and reviewed the Annual Single Audit report 2021-2022.

M/S/C Flores/Ramirez to approve the Annual Single Audit Report 2021-2022.

The Policy Committee voted on whether to have remote teleconference meetings for the period of November 10, 2022 through December 8, 2022 if a state of emergency exists which continues to impact Foundation's Policy Committee from meeting safely in person.

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M/S/C Vera/Carias to approve having remote teleconference meetings for the period of November 10, 2022 through December 8, 2022 if a state of emergency exists which continues to impact Foundation's Policy Committee from meeting safely in person.

We reviewed the duties and responsibilities of the Officers, which include the Chairperson, Vice-Chairperson, Secretary, Treasurer and Parliamentarian, County Delegates and Delegate to the Board of Directors. Discussion followed.

We reviewed the Procedures for Nominations and Elections.

The 2021-2022 P.C. Executive Committee stepped down from their positions and the Parent Involvement Coordinator then declared all the positions vacant.

Elections took place. We elected our Officers, Delegate to the Board of Directors and Delegates to the County Policy Council.

Those elected were:

Glenda Sobrique, Chairperson  
Yulissa Carias, Vice-Chairperson  
Kattia Vera, Secretary  
Jorge Jiménez, Parliamentarian  
Rosario Sanchez, Treasurer

Melissa Gonzalez, Delegate to the Policy Council Representing Head Start  
Jenni Guajardo, Delegate to the Policy Council Representing Head Start  
Yuri Hernandez, Delegate to the Policy Council Representing Early Head Start

Claudia Rodriguez, Delegate to the Board of Directors

The Parent Involvement Manager welcomed and introduced the new P.C. Executive Committee 2022-2023. The P.C. Executive Committee will receive training on November 17, 2022.

Announcements: The training for the new Policy Committee Officers, Delegate to the Board of Directors and Delegates to the County will be Thursday, November 17, 2022. The County Policy Council Delegates will receive training from LACOE on November 30 & December 1, 2022. Our next P.C. meeting will be December 8, 2022.

The meeting adjourned at 12:58 p.m.

Submitted by,

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Acting P.C. Secretary