



# Board of Directors Meeting Minutes

**Date:** January 17<sup>th</sup>, 2024

**Time:** 6:00PM- 8:00PM

**Location:** Foundation for Early Childhood Education  
3450 E Sierra Madre Blvd  
Pasadena CA 91107

<p><b>1) Call Meeting to Order</b></p> <p>6:04</p>	<p><b>Roll Call:</b> Patrick Arcadi, Nichol Maldonado, Kevin Kumar</p> <p><b>Absent:</b> Angelica Orozco, George Yeboah</p>
<p><b>2) Order of the Agenda</b></p> <p>a. Changes to the Agenda</p> <p>b. Items to be added to the agenda</p>	<p><b>Comments:</b></p>
<p><b>3) Communications/ Announcements</b></p> <p>a. President Remarks</p> <p>b. Fundraising Activity Discussion, Event 12.2.2023 (<i>see Fiscal Report for BOD Account Fund summary</i>)</p> <p>c. Board Member General Information Sharing &amp; Discussion</p> <p>d. Public Comment (Members of the public will have three (3) minutes to address the Board)</p>	<p><b>Comments:</b></p> <p>N/A</p>
<p><b>4) Approval of minutes</b></p> <p>a. Minutes of Board of Directors' January 17<sup>th</sup> Meeting</p>	<p><b>Comments:</b> All in Favor</p> <p><b>First:</b> Patrick Arcadi    <b>Second:</b> Nichol</p>
<p><b>5) Recommendations for Approval</b></p> <p>a. Employee Handbook</p>	<p><b>Comments:</b> All in favor</p> <p>a. <b>First:</b> Nichol    <b>Second:</b> Kevin</p>
<p><b>6) Funding Source Updates &amp; Communications</b></p> <p>a. CDE- State Preschool - <a href="#">CDE CSPP CMR</a></p>	<p><b>Comments:</b> <a href="#">CDE CSPP CMR- state review documents</a></p>



# Foundation for Early Childhood Education, Inc.

CHILD DEVELOPMENT CENTERS

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<ul style="list-style-type: none"> <li>b. LACOE               <ul style="list-style-type: none"> <li>i. LACOE PC Admin Report</li> </ul> </li> <li>c. Administration for Children and Families (ACF) / Office of Head Start (OHS) communication</li> </ul>	
<p><b>7) Reports &amp; Informational Items</b></p> <ul style="list-style-type: none"> <li>a. Policy Committee Report</li> <li>b. BOD Fiscal Committee Report/Treasurer Report</li> <li>c. Assistant Director Reports           <ul style="list-style-type: none"> <li>◆ Health, Nutrition, ERSEA &amp; Family Services               <ul style="list-style-type: none"> <li>• Average Daily Attendance (ADA) Report</li> <li>• UI Report, including COVID.</li> <li>• Recruitment &amp; Enrollment Activity Updates &amp; Status for PY 23-24</li> </ul> </li> <li>◆ Education, Mental Health &amp; Disabilities</li> </ul> </li> <li>d. Executive Director’s Written Report</li> <li>e. Program &amp; School Readiness Reporting Summaries</li> <li>f. Fiscal Officer’s Monthly Financial Status Report</li> <li>g. Human Resources Officer’s Report (includes detail of agency vacancies)</li> </ul>	<p><b>Comments:</b> N/A</p>
<p><b>8) Adjournment</b></p> <p>6:59</p>	<p><b>Comments:</b> All in favor</p> <p><b>First:</b> Kevin Kumar      <b>Second:</b> Patrick Arcadi</p>