



Board of Directors Meeting Minutes

Date: Wednesday, September 20, 2023
Time: 6:00PM- 8:00PM
Location: Foundation for Early Childhood Education
3450 E Sierra Madre Blvd
Pasadena, CA 91107

<p>1) Call Meeting to Order</p> <p>6:14 PM</p>	<p>Roll Call: George Yeboah Patrick Arcadi Angelica Orozco</p> <p>Absent: Claudia Garcia</p>
<p>2) Retirement Plan- Quarterly Report</p>	<p>Comments: Presented options for auto- enrollment and auto- escalation for retirement fund</p>
<p>3) Order of the Agenda</p> <p>a. Changes to the Agenda b. Items to be added to the agenda</p>	<p>Comments: None</p>
<p>4) Communications/ Announcements</p> <p>a. President Remarks b. Fundraising Activity Discussion (<i>see Fiscal Report for BOD Account Fund summary</i>) c. Board Member General Information Sharing & Discussion d. Public Comment (Members of the public will have three (3) minutes to address the Board)</p>	<p>Comments: Potential fundraisers- day trip, game night, gala</p>
<p>5) Approval of minutes</p> <p>a. Minutes of Board of Directors' Meeting</p>	<p>Comments: All in Favor</p> <p>First: George Y Second: Angelica O</p>
<p>6) Recommendations for Approval</p> <p>a. BARS Targeting Funding i. BAR43-135 Head Start Basic \$175,000 ii. BAR43-136 Head Start Duration \$115,950 iii. BAR43-137 Head Start Duration for</p>	<p>Comments:</p> <p>a. First: Angelica Orozco Second: George Yeboah</p>



Foundation for Early Childhood Education, Inc.

CHILD DEVELOPMENT CENTERS

Excellence in Early Childhood Education and Human Services



<p>Soto only \$275,000</p> <ul style="list-style-type: none"> iv. BAR43-138 Early Head Start \$175,000 b. Program Assistant Job Description c. Policy Committee By-Laws PY 2023-2024 	<ul style="list-style-type: none"> b. First: Patrick Arcadi Second: Angelica Orozco c. First: Angelica Orozco Second: George Yeboah <p>All in Favor</p>
<p>7) Funding Source Updates & Communications</p> <ul style="list-style-type: none"> a. CDE- State Preschool b. LACOE <ul style="list-style-type: none"> • LACOE PC Admin Report (Monthly) c. Administration for Children and Families (ACF) / Office of Head Start (OHS) communication 	<p>Comments: Monitoring year for CACFP</p>
<p>8) Reports & Informational Items</p> <ul style="list-style-type: none"> a. Policy Committee Report b. BOD Fiscal Committee Report/Treasurer Report c. Assistant Director Reports <ul style="list-style-type: none"> ◆ Health, Nutrition, ERSEA & Family Services <ul style="list-style-type: none"> • Average Daily Attendance (ADA) Report • UI Report, including COVID. • Recruitment & Enrollment Activity Updates & Status for PY 23-24 ◆ Education, Mental Health & Disabilities d. Executive Director’s Written Report e. Program & School Readiness Reporting Summaries f. Fiscal Officer’s Monthly Financial Status Report g. Human Resources Officer’s Report (includes detail of agency vacancies) 	<p>Comments:</p> <ul style="list-style-type: none"> b. August and September reports will be combined
<p>9) Adjournment</p> <p>7:52 PM</p>	<p>Comments: All in favor</p> <p>First: Angelica Orozco Second: George Yeboah</p>