



# *Central California Child Development Services, Inc.*

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**REGIONAL HEAD START  
POLICY COMMITTEE MEETING  
PATTERSON CHILD DEVELOPMENT CENTER  
FRIDAY, MAY 22, 2015**

## **AGENDA**

8:45 – 9:00 a.m.

Registration

9:00 – 9:15 a.m.

Mrs. Sindy Espinoza, Regional Head Start Policy Committee President:

- ✓ Welcome / Call Meeting to Order
- ✓ Roll Call / Establish Quorum
- ✓ May 22 agenda (Action)
- ✓ April 24, 2015 minutes (Action)

### **INFORMATIONAL HAND OUTS:**

- ✓ Share Governance
- ✓ SCREHS Policy Council
- ✓ Communication of the Office of Head Start (ACF)

9:15 – 9:25 a.m.

### **AUDIENCE PARTICIPATION:**

The first ten minutes of the meeting are reserved for members for the public to address the Policy Committee on items of interest to the public that are within the subject matter jurisdiction of the Committee. Speakers shall be limited to three minutes. Attention is called to the fact that the Law from taking any action on prohibits committee matters discussed that are not on the agenda, and no adverse conclusions should be drawn if the Committee does not respond to the public comment at this time.

### **EXECUTIVE SESSION**

The Central California Child Development Services, Inc., Policy Committee members will meet in closed session to consider matters for “closed session” in accordance with Government Code 54954.2 and as provided by law:

9:25 – 9:40 a.m.

Mrs. Sonia Rodriguez, Human Resource Supervisor:

- Personnel (Action)

9:40 – 9:45 a.m.

Mrs. Espinoza:

- “Executive Session” Summarized Report of Action Taken

**PROGRAM UPDATES / ACTION ITEMS**

9:45 – 10:00 a.m. Mr. Ferdinand Gonzaga, Finance Supervisor:

- 2014 Audit Report (Action)
- 2014-2015 RHS Budget Revision (Action)
- RHS Policy Committee Budget (Action)
- Financial Program Report
  - ✓ Non-Federal Share
  - ✓ Number of Meals Served
  - ✓ Enrollment
  - ✓ Attendance
  - ✓ Over-Income
  - ✓ Disabilities
- Credit Cards

10:00 – 10:30 a.m. Mrs. Mary Lou Piña, SS/PI Program Assistant:

- 2015-2016 SCOE Head Start / Early Head Start Recruitment, Prioritizing, Selection, and Enrollment Policy (Action)

10:30 – 11:00 a.m. Mrs. Sonia Rodriguez, Human Resource Supervisor:

- Job Descriptions (Action)
  - ✓ Account Clerk
  - ✓ Data Technician
  - ✓ Social Service / Parent Involvement Coordinator
  - ✓ Accounts Payable
  - ✓ Program Assistant – ERSEA / Family and Community Engagement
  - ✓ Teacher
  - ✓ Teacher Floater
- Personnel Policies (Action)
  - ✓ #305 Performance Evaluations
  - ✓ #401 Compensation
  - ✓ #621 Termination, Resignation or Abandonment of Employment

11:00 – 11:30 a.m. Ms. Concha Alvarez, Executive Director:

- 2014-2015 Program Audit Review (Action)
- 2014-2015 RHS / State Program Audit Corrective Plan of Action (Action)
- 2014-2015 Self-Assessment Findings & Corrective Plan of Action (Action)

11:30 a.m. **MEETING ADJOURN**

**Note:** Any writings or documents that are public records and are provided to the majority of the governing board regarding an open session item on this agenda will be made available for public inspection at Central California Child Development Services, Inc. 2250 Rockefeller Dr. Ste. 1 Ceres, Ca 95307 during normal business hours from 8:00 a.m. – 5:00 p.m.