



# Central California Child Development Services, Inc.

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## MIGRANT-SEASONAL/ MIGRANT EARLY HEAD START OFF SEASON MEETING POLICY COMMITTEE MEETING TUESDAY, APRIL 26, 2016

**(VIA TELEPHONE CONFERENCE CALL)**

### AGENDA

4:30 p.m. – 4:35 p.m. **Mrs. Laura Buenrostro, Policy Committee Secretary:**

- Call Meeting to Order
- Roll Call / Establish Quorum
- April 25, 2016 Agenda *(Action Item)*
- March 4, 2016 Minutes *(Action Item)*

4:35 p.m. – 4:45 p.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 Committee is prohibited by law from taking any action on 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:

4:45p.m. - 4:50p.m. **Sonia Rodriguez, Human Resources Supervisor:**

- Personnel *(Action Item)*

### **PROGRAM UPDATES / ACTION ITEMS**

4:50 p.m. – 5:00 p.m. **Sonia Rodriguez, Human Resources Supervisor:**

- Revised Job Descriptions *(Action Item)*
- Revised Organizational Chart *(Action Item)*
- Revised Personal & Paid Sick Leave Policy #504 *(Action Item)*

5:00 p.m. – 5:05 p.m. **Concha Alvarez, Executive Director:**

- **ACF: RHS/MSHS Overview of Findings**

5:05 p.m. – 5:10 p.m. **Luz Franco, SS/PI Coordinator:**

- 2016-2017 Selection and Recruitment Policy and Procedure for Migrant Seasonal, Migrant Early Head Start Program and Migrant Seasonal Head Start in Collaboration with State Migrant Program *(Action Item)*

5:10 p.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.