



Central California Child Development Services, Inc.

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MIGRANT-SEASONAL HEAD START POLICY COMMITTEE MEETING THURSDAY, JUNE 23, 2016 FIRST PRESBYTERIAN CHURCH

AGENDA

5:00 – 5:45 p.m. Registration / Dinner

5:45 – 6:00 p.m. Mrs. Laura Buenrostro, Policy Committee Secretary:

- Call Meeting to Order / Welcome / Introduction
- Roll Call / Establish Quorum
- How to Present a Motion
- June 23, 2016 agenda (*action*)
- June 9, 2016 minutes (*action*)
- Policy Committee Activities During the Off Season
- Informational Items:
 - ✓ Communication of the Office of Head Start
 - ✓ Share Governance

6:00 – 6:10 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.

PROGRAM UPDATE / ACTION ITEMS

6:10 – 6:25 p.m. Ms. Concha Alvarez, Executive Director:

- Office of Head Start Monitoring Event Update
- Program Information Report (*action*)
- Program Operations Coordinator Job Description (*action*)
- Organizational Chart Revision (*action*)

6:25 – 6:40 p.m. Mr. Ferdinand Gonzaga, Finance Supervisor:

- FY 2015 Financial Audit Report (*action*)
- Policy Committee Budget (*action*)

- Financial Program Report:
 - ✓ Non Federal Share
 - ✓ Number of Meals Served
 - ✓ Enrollment
 - ✓ Attendance
 - ✓ Over Income
 - ✓ Disabilities
- Credit Cards

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:

- 6:40 – 6:55 p.m. Mrs. Sonia Rodriguez, Human Resource Supervisor:
- March 4, 2016 & June 9, 2016 Executive Session Minutes (*action*)
 - Personnel (*action*)
- 6:55-7:00 p.m. Mrs. Buenrostro:
- “Executive Session” Summarized Report of Action taken
- 7:00 – 7:30 p.m. Ms. Luz Franco, Program Specialist-Family & Community Services:
- 2016 MSHS / MEHS Policy Committee Meeting Plan (*action*)
 - MSHS Enrollment Update / Recruitment Efforts
 - Community Representative
 - Election of Officers (*action*)
 - Representatives for Central California Migrant Head Start Policy Council (CCMHSPC) (*action*)
- 7:30 – 7:40 p.m. Mrs. Alvarez:
- Acknowledgement of Services
- 7:40 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.]