



Central California Child Development Services, Inc.

2250 Rockefeller Dr., Ste. 1, P.O. Box 2540, Ceres, CA 95307 (209)581-9000 Fax (209) 581-9009

REGULAR BOARD MEETING AGENDA

**Thursday
10:00 a.m.
June 9, 2016**

**CCCDs – Conference Room
2250 Rockefeller Dr., Ste. 1
Ceres, CA 95307**

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1. **CALL TO ORDER**
 2. **ROLL CALL**
 3. **INTRODUCTION OF GUESTS**
 4. **HEARING OF THE PUBLIC**

Members of the public may be heard on any items. A person addressing the Board will be limited to five minutes unless the President of the Board grants a longer period of time. The Board will only allow comments by members of the public on any items on the agenda during the consideration of the item.
 5. **CONSENT CALENDAR**
 - A. Approval of Agenda
 1. Approval of Minutes – May 10, 2016
 - B. Financial.
 1. Financial Report for Period Ending April 30, 2016
 - C. Correspondence
 6. **BOARD ACTION ITEMS**
 - A. **2016-2017 Agreement for Delegation of Activities Under Head Start Grant NO. 90-CM-9801/3, Amendment #1**

The agreement reflects SCOE's approval of the revised Program Service Plan.
 - B. **2015-2016 Agreement for Delegation of Activities Under Head Start Grant NO. 09-CH-9169/2, Amendment #1 and Budget**

The agreement is enclosed for action and reflects a one time increase in basic funding for the amount of \$21,060 due to the early opening of the Regional Head Start Program.
 - C. **2013-2016 Agreement for Subcontracting of Activities Under California Renovation and Repair Program CRPM-3084, Amendment #3**

This agreement reflects an increase of the maximum contract amount.
 - D. **2016-2017 Budget Revision for Regional Head Start Program**

The revision to the RHS Budget is due to the 1.8% Cost of Living Adjustment (COLA). This increase will be in effect September 1, 2016.
 - E. **2016-2017 Budget Revision for Migrant/Migrant Early Head Start Programs**

The revision to this budget is due to the 1.8% COLA. This increase is retroactive as of March 1, 2016.
 - F. **Revision to Financial Policies and Procedures**

Enclosed are the areas of the Financial Policies and Procedures that were revised. Revisions are in red.

- G. **Transfer of Accounts from Citibank to Bank of America**
We would like to move our banking from Citibank to Bank of America. More detailed information will be presented at the June 9th meeting.
- H. **2016-2017 Recruitment Selection Policies and Procedures – MHS/MEHS and MHS Collaborated Programs**
This policies and procedures are enclosed. The highlighted area was revised.
- I. **2015-2016 RHS Self-Assessment Findings & Corrective Action Plan**
The findings and action plan are enclosed for action.
- J. **2016 RHS Community Assessment**
Enclosed is the Community Assessment for your review and action.
- K. **Revision to Job Descriptions and Organizational Chart**
Enclosed you will find two revised job descriptions: Family Advocate, and Support Services – Family and Community. The revision of the Organizational Chart reflects the changes on the job descriptions.

7. **BOARD INFORMATIONAL ITEMS**

- A. **Recruitment/Enrollment Report** – *None available.*
- B. **Enrollment of Children with Disabilities** – *The cumulative enrollment of children with disabilities for the MHS program is 1.6% and for the RHS program is 13%. The percentage is based on cumulative enrollment.*
- C. **Communication from the Office of Head Start** – *None available.*
- D. **Policy Committee Meeting Minutes** – *Enclosed are the RHS PC Meeting Minutes.*
- E. **Administrative Staff Monthly Narratives** – *Enclosed are the Administrative Staff Monthly Narratives for the Month of May 2016.*
- F. **Letter from the California Department of Education** – *This letter is in reference to the CACFP review conducted for the month of April 2015.*
- G. **2015-2016 Program Self-Evaluation Process for State Programs**
This document is enclosed for your information.
- H. **Training Opportunities** – *Enclosed is the flyer for the training on How to Read an Audit. If you are interested in attending, contact Beatriz Diaz so she can register you.*

8. **BOARD COMMENTS**

9. **EXECUTIVE SESSION**

The Board of Directors will meet in closed session to consider matters appropriate for closed session in accordance with Government Code 54954.2 and as otherwise provided by law. Any required action on these matters to be taken when the Board reconvenes in open session. Items to be discussed:

- A. Personnel

10. **ADJOURN**

Any writings or documents that are public records and are provided to the Board of Directors regarding open session items on this agenda will be made available for public inspection at the Central Office located at 2250 Rockefeller Dr., Ste. 1, Ceres, CA during normal business hours of 8:00 a.m.-5:00 p.m.