



**Plaza de la Raza Child Development Services, Inc.**  
13300 Crossroads Pkwy N., Suite 440, City of Industry, CA 91746  
Tel: (562) 776-1301

Posted: 12/9/21

*Supporting documentation is available upon request at the abovementioned address.*

**Board of Directors' Meeting**  
Wednesday, December 15, 2021  
5:45 PM

Meeting ID: 889 2378 6330  
Passcode: 716403

**AGENDA**

- I. Call to Order
- II. Roll Call
- III. Order of Agenda
- IV. Public Comment
- V. Presentation
  - A. 2021 - Single Audit Planning Exit - Vasin, Heyn, & Company will present the results of the Single Audit.
- VI. Policy Committee Updates and Recommendations
- VII. Action Items - The members will be presented the following Action Items for their consideration for Approval/Disapproval:
  - A. Board Meeting Minutes Dated November 17, 2021
  - B. Single Audit Final Report 2020-2021
  - C. Bank Resolutions for Bank of the West, East West Bank, and Union Bank
  - D. Budget Adjustment and Request for Advance Approval (BAR/RAA)
    1. Targeted Funding for Head Start/Early Head Start/Duration/Duration II/EHS Expansion (ASRs 36-40) BAR/RAAs 41-288 to 41-292
    2. Hiring Process of Assistant Director of Administration and Finance (ASR 41) BAR/RAA 41-298
- VIII. Reports
  - A. Administrative
    1. Monthly Status - November 2021
      - a. Interim Administrative Management (IAM) Updates
      - b. Activities and Adopted Goals 2021-2022
  - B. Fiscal - November 2021 - Financial Statements with Administrative Costs and Projected Expenses, Credit Card Charges, In-Kind, Meals and Snacks Served, Monthly Check Register will be presented, reviewed, and discussed.
  - C. Governance
- IX. Announcements
  - A. December 20, 2021 through January 1, 2022 - Agency Closed in Observation of Winter Break
  - B. January 18, 2022 - Policy Committee Meeting - Teleconference, 9:30 a.m.
  - C. January 19, 2022 - Board of Directors' Meeting - Teleconference, 5:45 p.m.
- X. Adjournment

***Persons with disabilities, who require special accommodations, should contact the Administrative Office at 562-776-1301 at least 72 hours prior to the meeting***

***Mission Statement***

***The mission of Plaza de la Raza Child Development Services is to empower families to become self-sufficient by providing educational opportunities, support services and community resources.***