



**Plaza de la Raza Child Development Services, Inc.**  
13300 Crossroads Pkwy N., Suite 440, City of Industry, CA 91746  
Tel. (562) 776-1301 \* FAX (562) 463-1157

Posted:  
12/9/21

*Supporting documentation is available upon request at the Administrative Office. Persons with disabilities, who require special accommodations, should contact the Governance and Communication Specialist at least 72 hours prior to the meeting.*

**Policy Committee (PC) Meeting - Teleconference**

**Tuesday, December 14, 2021**

**9:30 a.m. – 12:00 p.m.**

**AGENDA**

**Members will participate via Zoom**

**Meeting ID: 893 4687 0814**

**Passcode: 618240**

- I. Call to Order Maria Riley, Chairperson
  - II. Pledge of Allegiance Noemi Arciniega, Parliamentarian
  - III. Roll Call Eileen Reyes, Secretary
  - IV. Order and Approval of Agenda Maria Riley, Chairperson
  - V. Public Comment Maria Riley, Chairperson
- Submit Public Comment by email to Maggie Salas: [msalas@pdlr.org](mailto:msalas@pdlr.org)
- Comment(s) must be received no later than 5:00 p.m. the day before the meeting.
  - Include your name, phone number, specific topic.
  - Correspondence received will become part of the official record.
- VI. Action Items  
The Executive Committee will present the following items for approval/disapproval:
    - A. Policy Committee Meeting Minutes dated November 16, 2021
    - B. Budget Adjustment and Request for Advance Approval (BAR/RAA) – Targeted Funding for Head Start/Early Head Start/Duration/Duration II/EHS Expansion (ASRs 36-40) BAR/RAAs 41-288 to 41-292
  - VII. Reports
    - A. Administrative
      - 1. Monthly Status - November 2021
        - a. Interim Administrative Management (IAM) Update
        - b. Activities and Adopted Goals 2021-2022
      - 2. Fiscal - Financial Summaries, United States Department of Agriculture (USDA) Meals/Snacks Served, Credit Cards, and In-Kind for November 2021
    - B. Los Angeles County Office of Education (LACOE) Policy Council
    - C. Community Representative
  - VIII. Human Resources – Interview Training for Newly Elected PC Members
  - IX. Non-Federal Match Training – Introduction of New Forms
  - X. Talking Points for Parent Meetings
  - XI. Announcements
    - A. December 15, 2021 – Board of Directors Meeting, Teleconference, 5:30 p.m.
    - B. December 20, 2021 through January 1, 2022 – Agency Closed in Observation of Winter Break
    - C. January 12, 2022– Policy Committee Executive Committee Agenda Planning, Teleconference, 9:30
    - D. January 18, 2022– Policy Committee Meeting, Teleconference, 9:30 a.m. – 12:00 p.m.
  - XII. Adjournment