

**Board of Directors Meeting  
13300 Crossroads Pkwy N., Suite 440 | City of Industry, CA 91746  
Saturday, May 25, 2024  
9:15 a.m. – 12:00 p.m.**

**AGENDA**

- I. Call to Order Debbie McBee, Chairperson
- II. Roll Call Debbie McBee, Chairperson
- III. Order and Approval of Agenda Debbie McBee, Chairperson
- IV. Public Comment Debbie McBee, Chairperson
  - Public Comment is the appropriate time for individuals to address the Board of Directors by oral presentation concerning any subject that lies within the responsibility of the Agency.
  - Public Comment request cards will be available at the registration table and are to be presented to the Board Chairperson prior to the start of the meeting.
- V. Policy Committee (PC) Updates and Recommendations – Morgan Cardenas, PC Chairperson
- VI. Presentation of Potential Board Member
- VII. Closed Session
  - A. Approval/Disapproval: Member to the Board of Directors
- VIII. Action Items - The following items will be presented for approval/disapproval:
  - A. Board of Directors Meeting Minutes dated March 23, 2024
  - B. Ratifications
    - 1. Budget Adjustment and Request for Advance Approval (BAR/RAA)
      - a. Budget Realignment ARP CARES 3 (ASR 33) BAR/RAA 43-400
      - b. Non-Federal Match Waivers 2023-2024 (ASRs 35-37) BAR/RAAs 43-448 through 43-450
      - c. Budget Realignment CCTR (ASR 38) BAR/RAA 43-452
    - 2. Retention Stipend Policy and Procedure – Updated
    - 3. Selection Criteria 2024-2025
  - C. Cost Allocation Plan 2023-2024
  - D. Lease for United
  - E. Self-Assessment and Continuous Quality Improvement Plan (CQIP)
  - F. Board Bylaws – Updated
  - G. Cost of Living Adjustment (COLA) 2024-2025
  - H. Budget Adjustment and Request for Advance Approval (ASR 41) BAR/RAA 43-486 – Head Start Budget Realignment
- IX. Reports
  - A. Administrative – Monthly Status – April 2024
    - 1. Program Updates – Latonda Williams, Executive Director
    - 2. Program Services – Danielle Watson, Assistant Director of Program Services
    - 3. Education and School Readiness – Danielle Watson, Assistant Director of Program Services
    - 4. Fiscal – Latonda Williams, Executive Director
  - B. Governance – Debbie McBee, Board Chairperson
    - 1. Current Fundraising Efforts
    - 2. Fundraising Subcommittee
- X. Closed Session – Discussion of Personnel Matters

XI. Announcements and Upcoming Events

- A. May 27, 2024 – Agency Closed in Observance of Memorial Day
- B. May 31, 2024 – Summer Safety and Transition Fair, Maizeland, 12:00 p.m.
- C. June 4, 2024 – Last Day of Class for Aeolian, Alatorre, Apollo 04, Bloomfield, East Whittier, El Sereno, Lakeview, Lincoln, Little Star, Magnolia, Maizeland 01-04 and 15, Northrup, Pio Pico, Rancho, Trinity, West Whittier, United
- D. June 5, 2024 – End of Year Wellness Event, Maizeland Center, 11:00 a.m.
- E. June 19, 2024 – Agency Closed in Observance of Juneteenth
- F. June 25, 2024 – PC Meeting, Maizeland Auditorium, 9:30 a.m.
- G. June 28, 2024 – Last Day of Class for Apollo 01-03 and Maizeland 05-14

XII. Adjournment

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