



**Board of Trustees – LACOE Early Head Start/Head Start Meeting**

**Agenda**

**Thursday, December 16, 2021**

**3:00 p.m. PDT**

**Zoom Video Conference**

<https://childrensinstitute.zoom.us/j/96293846008>

Meeting ID: 962 9384 6008

Conference Line: (669) 900-6833, Meeting ID: 962 9384 6008

Notice is hereby given that the Board of Trustees of Children’s Institute, Inc. will hold an open session meeting at the above-referenced time and place. The purpose of the session is to discuss and take action on the following agenda. At any time during the session, the Board of Trustees may adjourn to closed session to consider litigation or to discuss with legal counsel matters within the attorney-client privilege.

Any person who wishes to address the committee should submit a completed “Request to Address the Board of Trustees” slip to the Chairperson before the meeting begins. The slip is available at <https://cutt.ly/tfXnv32>. The Chairperson will call each person forward at the appropriate time. Comments will generally be limited to three minutes, unless otherwise directed by the Chairperson.

Agendas for all regular Board of Trustees – LACOE Early Head Start/Head Start meetings are posted at least 72 hours prior to the meeting at all Children’s Institute’s LACOE Head Start Center sites, at Children’s Institute’s Administrative Headquarters, and at [www.childrensinstitute.org](http://www.childrensinstitute.org). Agendas for all special committee meetings are posted in the same locations at least 24 hours prior to the meeting. The agendas and all background material may also be inspected at CII’s Administrative Headquarters.

#	Agenda Item	
1	<b>Call to Order and Welcome</b> – Paul R. Kanin, Chairman	3:00 pm
2	<b>Consent Agenda</b> – Paul R. Kanin, Chairman <ul style="list-style-type: none"> <li>• Approve Minutes of September 30, 2021 Board of Trustees - LACOE EHS/HS Meeting (ACTION)</li> <li>• Approve LACOE BAR 41-266 (ACTION)</li> <li>• Approve LACOE BAR 41-267 (ACTION)</li> <li>• Approve LACOE BAR 41-268 (ACTION)</li> <li>• Approve LACOE BAR 41-274 (ACTION)</li> <li>• Approve OHS Carryover Request (ACTION)</li> <li>• Approve Early Head Start/Head Start Policy Council Bylaws (ACTION)</li> <li>• Approve Revisions to Early Childhood Education Policies and Procedures (ACTION)</li> </ul>	3:02 pm
3	<b>LACOE Program Committee Report</b> – Steve Gomez, Co-Chair	3:07 pm
4	<b>Audit Committee Report</b> – Kathy Vanderziel, Chair; Melanie Horowitz, CPA, Audit Senior Manager, GHJ and Doug Halley, CPA, Principal, GHJ <ul style="list-style-type: none"> <li>• Review/Receive FY21 Audited Financial Statements</li> </ul>	3:20 pm

5	<b>Policy Council Report</b> – Justine Lawrence, Vice President of Head Start	3:30 pm
6	<b>Board of Trustees Comments / Reports</b> Trustee comments and reports concern all aspects of the programs administered by Children’s Institute, which may be of interest to the Board. These are placed on the agenda to enable individual trustees to convey information to the Board and to the public. There is to be no discussion or action taken by the Board unless the item is noticed as part of the agenda.	3:35 pm
7	<b>Non-Agenda Public Comment</b> Any person who wishes to address the Board of Trustees regarding a matter within the Board’s jurisdiction that is not related to an item on this agenda should submit a completed “Request to Address the Board of Trustees” slip to the meeting coordinator before the meeting begins. The slip is available at <a href="https://cutt.ly/tfXnv32">https://cutt.ly/tfXnv32</a> . Comments will generally be limited to three minutes, unless otherwise directed by the Chairman. No action will be taken on any comments unless the Board makes the determination that an emergency exists or that there is a need to take action subsequent to posting of the agenda. (Government Code § 54954.3)	3:38 pm
8	<b>Adjourn Meeting</b>	3:40 pm
<b><u>Next Board of Trustees – LACOE Early Head Start/Head Start Meeting</u></b>  Thursday, February 24, 2022 3:00 p.m. Location: Zoom Video Conference <a href="https://childrensinstitute.zoom.us/j/95254819022">https://childrensinstitute.zoom.us/j/95254819022</a> Meeting ID: 952 5481 9022  Conference line: (669) 900-6833, Meeting ID: 952 5481 9022		
<p><b>Children’s Institute does not discriminate in access to treatment, programs, activities or employment opportunities. Amy Kern has been designated to receive requests for disability- related modifications or accommodations in order to enable individuals with disabilities to participate in open and public meetings at Children’s Institute. Please notify Amy Kern at <a href="mailto:akern@childrensinstitute.org">akern@childrensinstitute.org</a> or (213) 260-7684 at least 72 hours in advance of any Board of Trustees – LACOE Early Head Start/Head Start Meeting to request disability accommodations.</b></p>		
<b>Certification of Posting</b> I, Amy Kern, meeting coordinator for the Board of Trustees of Children’s Institute, hereby certify that this agenda was posted at the following Administrative and Early Childhood Services facilities on (date): <ul style="list-style-type: none"> <li>• CII Figueroa Administrative Office, 7226 S. Figueroa Street Los Angeles, CA 90003</li> <li>• CII Administrative Headquarters, 2121 Temple Street, Los Angeles, CA 90026</li> <li>• CII Gonzaque, 10441 Antwerp Street, Los Angeles, CA 90002</li> <li>• CII Imperial Courts, 11425 Gorman Avenue, Los Angeles, CA 90059</li> <li>• CII Jordan Downs, 9880 Grape Street, Los Angeles, CA 90002</li> <li>• CII Nickerson Gardens, 11253 S. Compton Avenue, Los Angeles, CA 90059</li> <li>• CII Vernon, 1024 W. Vernon Avenue, Los Angeles, CA 90037</li> <li>• CII Watts Towers, 1716 E. 105<sup>th</sup> Street, Los Angeles, CA 90002</li> <li>• CII Watts IV, 11230 S. Central Avenue, Los Angeles, CA 90059</li> <li>• CII Western, 4277 S. Western Avenue, Los Angeles, CA 90062</li> </ul>		