

**SCCD, INC. BOARD OF DIRECTORS**  
**Thursday, June 29, 2017**  
**Boom's - Wagner SD**  
**Agenda**

- I. Call to Order** \_\_\_\_\_ Chairperson
- Roll Call (Attendance Sheet) - **Proxy Designation**
  - Introduction of guests/staff (as needed) \_\_\_\_\_ Chairperson
  - Approval of the **June 29, 2017** agenda
  - Approval of **May 25, 2017** minutes
  - Correspondence and Announcements \_\_\_\_\_ Chairperson
- II. Consent Calendar**
- **Head Start Nutrition/Family Day Care Food Program Reports** \_\_\_\_\_ Michelle Muller
  - Agency Work Report (**June**) \_\_\_\_\_ Executive Director
  - Policy Council Report (**June**) (agenda) \_\_\_\_\_ Policy Council Reps
  - Career Development Committee (**May 17<sup>th</sup>** minutes) \_\_\_\_\_ Director
  - SDHSA Board of Directors (next meeting **July 13<sup>th</sup>, 2017**) with no networks \_\_\_\_ Director/Reps
  - Region 8 Head Start Association Board (**June 19<sup>th</sup>**) meeting \_\_\_\_\_ Rachel Vander Ley
  - Other
- III. Fiscal** \_\_\_\_\_ Director
- a. Head Start PA 22 & 20 2017 (**monthly budget reports – mailed and presented**)
  - b. Head Start In-kind - 2017 PA 22-20 & unit totals (**mailed and presented**)
  - c. Family Day Care & HS (Child & Adult Nutrition Services) (**mailed and presented**)
  - d. VISA Credit card use report (**mailed and presented**)
  - e. Money Market (Income/Expenses/Receivables) (**mailed & presented**)
  - f. Accounts payable (**mailed and/or presented at the meeting**)
  - g. May retirement plan market value report
  - h. Program Improvement Funding project – **additional one time funding - status**
  - i. 2016 FYE Agency wide audit
  - j. 2017 Head Start appropriation – C.O.L.A. Application
  - k. Duration funding – de-obligation & re-obligation status
  - l. Finance Committee report – duplicate ck. application – Cost Allocation Plan  
Internal Controls Manual
  - m. Other
- IV. Old Business**
- Community Assessment (2017-21) District III Planning & Dev. – report \_\_\_\_\_ Executive Director
  - Personnel \_\_\_\_\_ Chairperson/Executive Director
  - a. Mitchell Center Teacher Assistant/Bus Monitor vacancy - status
  - b. Bridgewater Area CB/Home Base Teacher vacancy - status
  - c. Mitchell Area Home Teacher Vacancy - status
  - Under enrollment & reduced enrollment application – status \_\_\_\_\_ Executive Director/Chairperson
  - Mitchell CT Food Service Agreement 2017-18 – status \_\_\_\_\_ Director
  - Transportation Services 2017-18 – status \_\_\_\_\_ Director

- 2016-17 Self-Assessment progress/summary \_\_\_\_\_ Director/Chairperson
- Current Strategic Plan (review) \_\_\_\_\_ Director/Chairperson
- Other

**V. New Business**

- CORE Educational Cooperative Agreement \_\_\_\_\_ Chairperson/Director
- Year-end Staff Network Reports \_\_\_\_\_ Chairperson/Board
- Personnel \_\_\_\_\_ Chairperson
  - a. Resignation Chamberlain Center staff
  - b. Chamb. Center Duration Staff
  - c. 90 day new hire evaluation
- Agency Insurance Renewals \_\_\_\_\_ Executive Director
- 2017-18 Partnership Site Agreements \_\_\_\_\_ Executive Director
- Other

**VI. Governance Training – New Performance Standards – continuation (update – evaluation – implementation - progress)**

- Next meeting **July 27, 2017 @ 12:00 noon – Boom’s Restaurant – Wagner**

**VII. Adjournment**