

**Proposed
SCCD, INC. BOARD OF DIRECTORS
Thursday, December 21, 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 **December 21, 2017** agenda
 - Approval of **November 16, 2017** minutes
 - Correspondence and Announcements _____ Chairperson
- II. Consent Calendar**
- Agency Work Report (**December**) _____ Executive Director
 - Policy Council Report (**December** agenda) _____ Policy Council Reps
 - Career Development Committee (**12-8-17** agenda and minutes) _____ Director
 - SDHSA Board of Directors (next meeting **1-11-18**, CT Base Ed/Duration & FCP) Director/Reps
 - Region 8 Head Start Association Board _____ Rachel Vander Ley
 - Other
- III. Fiscal** _____ Director
- a. Head Start PA 22 & 20 2017 (**monthly budget reports – mailed and presented**) – (Nov.)
 - b. Head Start In-kind - 2017 PA 22-20 & unit totals (**mailed and presented**) – (Nov.)
 - c. HS (Child & Adult Nutrition Services) (**presented**) (Nov.)
 - d. VISA Credit card use report (**presented**) (Nov.)
 - e. Money Market (Income/Expenses/Receivables) (**presented**) (Nov.)
 - f. Accounts payable (**presented**) (Nov.)
 - g. November retirement plan market value report
 - h. 2017 Head Start budget revision (PA 22 Head Start) request #2 – status
 - i. 2018 H.S. Continuation Grant renewal - status
 - j. 2017 budget projections/budget revisions
 - k. Other
- IV. Old Business**
- Annual evaluation of Executive/Head Start Director (Executive Session) _____ Chairperson
 - Personnel – Bridgewater/Emery PT Teacher Assistant – status _____ Chairperson/Executive Director
 - Scheduling of Planning Meeting dates _____ Chairperson
 - Confirmation of Friend of H.S. Rep. (P.C. & SDHSA) _____ Chairperson
 - Other
- V. New Business**
- Personnel _____ Chairperson/Ex. Director
 - a. 90 day new hire evals
 - b. Staff resignation – Mitchell CT
 - c. Mid-year field staff network summaries
 - d. Employee Assistance Program Provider Agreement

- SDHSA membership renewal _____ Exec. Director
- Fall Child Outcomes "CLASS" (Base line data) School Readiness _____ Exec. Director
- Other

VI. Governance Training (Self-Assessment Process)

- Next meeting **January 18, 2018 @ 12:00 noon – Boom’s Restaurant – Wagner**

VII. Adjournment