



**Community Action Partnership of Madera County, Inc.
Board of Directors Meeting**

Agenda

**Thursday, August 14, 2025
CAPMC Conference Room 1 / 1a
1225 Gill Avenue
Madera, CA 93637
5:30 pm**

Supporting documents relating to the items on this agenda that are not listed as “Closed Session” are available for inspection during the normal business hours at Community Action Partnership of Madera County, Inc., 1225 Gill Avenue, Madera, CA 93637. Supporting documents relating to the items on the agenda that are not listed as “Closed Session” may be submitted after the posting of the agenda and are available at Community Action Partnership of Madera County, Inc. during normal business hours. Please visit www.maderacap.org for updates.

CALL TO ORDER BOARD OF DIRECTORS

ROLL CALL – Kelly Ryan

PLEDGE OF ALLEGIANCE – Judge Eric LiCalsi, *Chairperson*

A. PUBLIC COMMENT

The first ten minutes of the meeting are reserved for members of the public to address the Board of Directors on items of interest to the public that are within the subject matter jurisdiction of the agency. Speakers shall be limited to three minutes. Attention is called to the fact that the Board is prohibited by law from taking any action on matters discussed that are not on the agenda, and no adverse conclusion should be drawn if the Board does not respond to the public comments at this time.

B. ADOPTION OF THE AGENDA

B-1 ADDITIONS TO THE AGENDA: Items identified after posting the Agenda for which there is a need to take immediate action and cannot reasonably wait for the next regularly scheduled Board meeting. Two-third vote, or unanimous vote if quorum is less than full board, required for

consideration. (Government code 54954.2(g) (2)) Any items added to the agenda will be heard following all Discussion/Action Items (Section E).

B-2 ADOPTION OF AGENDA: Adoption of agenda as presented or with approved additions.

C. TRAINING/ADVOCACY ISSUES

Head Start Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA)

D. CONSENT ITEMS

All items listed under the Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be made a part of the Discussion Items at the request of any member of the Board or any person in the audience.

D-1 Review and consider approving the Minutes of the Regular Board of Directors Meeting – July 10, 2025.

D-2 Review and consider approving the Minutes for the Madera Migrant and Seasonal Head Start Policy Council Committee Meeting – July 8, 2025

D-3 Review and consider approving the Minutes for the Fresno Migrant and Seasonal Head Start Policy Council Committee Meeting – July 9, 2025

D-4 Review and consider accepting the Bank of America Credit Card Statements:

- July 2025

D-5 Review and consider accepting the America Express and All Other Credit Card Statements:

- March, May, and July 2025

D-6 Review and consider approving the following **Madera Migrant and Seasonal Head Start** Reports:

- In-Kind Report – June 2025
- Program Information Report – June 2025
- CACFP Program Report – June 2025

D-7 Review and consider approving the following **Fresno Migrant and Seasonal Head Start** Reports:

- Monthly Enrollment Report – July 2025
- In-Kind Report – June 2025
- CACFP Program Report – June 2025

D-8 Review and approve the Fresno Migrant/Seasonal Head Start No Fee Policy per Head Start Performance Standards.

D-9 Review and consider approving the Suspension and Expulsion Procedure. The procedure will provide guidance for staff on the process to follow when a child is having challenging behaviors in the classroom.

D-10 Review and consider approving the Madera Migrant/Seasonal Head Start No Fee Policy per Head Start Performance Standards.

- D-11 Review and consider approving the 2025-2026 Madera Migrant/Seasonal Head Start program process for conducting the self-assessment.
- D-12 Review and consider approving CAPMC Migrant/Seasonal Head Start in Collaboration with California Department of Social Services, Migrant Child Care and Development 2025-2026 Program Philosophy, Goals and Objectives and Parent Handbook.
- D-13 Review and approve the Child Care Alternative Payment Program - Parent & Provider Handbook of Written Policies for Fiscal Year 2025-2026.
- D-14 Review the Child Care Alternative Payment and Resource & Referral Program Report for August 2025. (Informational Only).
- D-15 Review the Community Services Program Report for July 2025. (Informational Only).
- D-16 Review the Homeless Engagement for Living Program (H.E.L.P) Center Report for July 2025. (Informational Only).
- D-17 Review the Victim Services Report for June 2025. (Informational Only)

E. DISCUSSION ITEMS

- E-1 Staff proposes that the Board of Directors review the Insurance Brokerage Requests for Proposals that were submitted and accept the recommendation from the Evaluation Committee. (Results from the Evaluation Committee will be provided during the meeting)

F. ADMINISTRATIVE/COMMITTEE REPORTS TO THE BOARD OF DIRECTORS

- F-1 Finance Committee Report – None
- F-2 Personnel Committee Report – None
- F-3 Executive Director Monthly Report – August 2025
- F-4 Financial Statements – May, June, and July 2025
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – July 2025
- F-7 CAPMC Board of Directors Attendance Report – July 10, 2025
- F-8 Staffing Changes Report for July 1, 2025 – August 6, 2025

G. CLOSED SESSION

Closed Session – Public Employee Performance Evaluation & Compensation Review
Title: Executive Director
(Pursuant to Government Code 54957)

H. CORRESPONDENCE

- H-1 Correspondence from Administration for Children and Families regarding One-time Supplemental Funds for Nutrition and Healthy Eating for Head Start Children and Families

I. **ADJOURN**

I, Kelly Ryan, Executive Director Support / Grant Management and Compliance Administrator, declare under penalty of perjury that I posted the above agenda for the regular meeting of the CAPMC Board of Directors for August 14, 2025, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on August 8, 2025.

Kelly Ryan

Executive Director Support / Grant Management and Compliance Administrator