



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

Agenda

**Thursday, September 11, 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

CAPMC's Head Start's and the Child & Adult Care Food Program (CACFP)

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 – August 14, 2025.

D-2 Review and consider approving the Minutes for the Madera Migrant and Seasonal Head Start Policy Council Committee Meeting – August 12, 2025

D-3 Review and consider approving the Minutes for the Madera Regional & Early Head Start Policy Council Committee Meeting – July 3, 2025

D-4 Review and consider approving the Minutes for the Fresno Migrant and Seasonal Head Start Policy Council Committee Meeting – August 13, 2025

D-5 Review and consider accepting the Community West Bank and Bank of America Credit Card Statements:

- August and September 2025

D-6 Review and consider accepting the America Express and All Other Credit Card Statements:

- March, May, June, and August 2025

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

- In-Kind Report – July 2025
- CACFP Program Report – July 2025

D-8 Review and consider approving the following **Madera Regional Head Start** Reports:

- In-Kind Report – July 2025

D-9 Review and consider approving the following **Madera Regional Early Head Start** Report:

- In-Kind Report – July 2025

D-10 Review and consider approving the following **Fresno Migrant and Seasonal Head Start** Reports:

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

- D-11 Review and ratify the CACFP 2025-26 Renewal Agreement to continue participation in the CACFP program. Budget attached.
- D-12 Review and consider approving the 2025-2026 Bylaws for the Fresno Migrant Seasonal Head Start Policy Committee.
- D-13 Review and consider approving the 2025-2026 Reimbursement Policy for the Policy Council Members representing Madera Regional and Early Head Start program.
- D-14 Review and consider approving the 2024-2025 Madera Regional and Early Head Start Planning Process Policy/Procedure and Calendar.
- D-15 Review and consider approving the Suspension and Expulsion Procedure for the Madera Migrant/Seasonal Head Start Program.
- D-16 Review and consider approving the 2025-2026 Bylaws for the Madera Migrant Seasonal Head Start Policy Committee.
- D-17 Review the Child Care Alternative Payment and Resource & Referral Program Report for September 2025. (Informational Only).
- D-18 Review the Community Services Program Report for August 2025. (Informational Only).
- D-19 Review the Homeless Engagement for Living Program (H.E.L.P) Center Report for August 2025. (Informational Only).
- D-20 Review the Victim Services Report for September 2025. (Informational Only).
- D-21 Review the Madera County Child Advocacy Center Report for August 2025. (Informational Only).

E. DISCUSSION ITEMS

- E-1 Review and consider approving the 2024-2025 Fresno Migrant Seasonal Head Start Self-Assessment Results.
- E-2 Review and ratify the 2025 One-Time Supplemental Funding for Nutrition and Healthy Eating for Fresno Migrant Seasonal Head Start Program.
- E-3 Review and ratify the 2025 One-Time Supplemental Funding for Nutrition and Healthy Eating for Madera Head Start & Early Head Programs.
- E-4 Review and ratify the 2025 One-Time Supplemental Funding for Nutrition and Healthy Eating for Madera Migrant Seasonal Head Start Program.

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 – September 2025
- F-4 Financial Statements – July and August 2025

- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – August 2025
- F-7 CAPMC Board of Directors Attendance Report – July 14, 2025
- F-8 Staffing Changes Report for August 7, 2025 – September 3, 2025

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Correspondence from Office of Head Start regarding the approval of a new Chief Fiscal Officer, Donna Tooley.
- H-2 Flyer from Victim Services regarding the 23rd Annual Soup Bowl Event for Domestic Violence Awareness on October 24, 2025.
- H-3 Engagement agreement dated August 5, 2025 by and between CAPMC and Russell K. Ryan, esq.

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 11, 2025, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on August 5, 2025.

Kelly Ryan

Executive Director Support / Grant Management and Compliance Administrator