



## **COMMUNITY ACTION PROJECT OF TULSA COUNTY**

### **Board of Directors Meeting**

*July 18, 2019 – 7:30 a.m.*

5330 E 31<sup>st</sup> Street, Boardroom  
Tulsa, Oklahoma

### **AGENDA**

*(Board may take action on any of the agenda items listed below.)*

- 1. Call to Order**
  - a. Compliance with Oklahoma Open Meeting Act
  - b. Disclosure of Conflicts of Interest
  - c. Introductions, Roll Call, and Declaration of Quorum
- 2. Consideration of and Motion on approval of the Wipfli Audit of CAP Tulsa for 2018 presented by Stephanie Cavadeas, CPA Partner, Nonprofit Group, and Mike Webber, CPA Senior Manager, Nonprofit Group with Wipfli, LLP**

### **CONSENT AGENDA**

All of the following items, those items of a routine nature normally approved at Board meetings, will be approved by one vote unless any Board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and action on the following items:

- 3. Board minutes May 9, 2019 and June 18, 2019**
- 4. New board member Dr. Joyce McClellan**
- 5. Ed Fariss as the Board's Policy Council Representative**
- 6. Renewal Agreement with United Community Action Program for services at Eugene Field and Sand Springs Early Childhood Education Centers**
- 7. Renew the Pre-K Enrollment Agreement with Tulsa Public Schools**
- 8. Nutrition Services Agreements with Tulsa Public Schools, Union Public Schools and Sand Springs Public Schools**
- 9. Modification No. 1 to Sponsored Research Agreement FY19-ORA2-12 with the University of Oklahoma for Child Achievement Research**
- 10. Modification No. 7 to Sponsored Research Agreement FY13-ORA1-14 with the University of Oklahoma for Oklahoma Early Childhood Program Child Assessments**

11. **Revised Bylaws of CAP Tulsa**
12. **Lobeck Taylor Family Foundation Grant Agreement for CareerAdvance**

## **BUSINESS AGENDA**

13. **Consideration of and Motion on approval of the Finance Committee Report**
  - a. Finance Committee Minutes
  - b. Financial Reports
  - c. Credit Card Report
  - d. Fund Development Report
14. **Consideration of and Motion on approval of the Client Services Reports**
  - a. Client Services Committee Report
  - b. Head Start and Early Head Start Reports
  - c. Policy Council Minutes and Report
  - d. Parent Survey Results
15. **Consideration of and Motion on approval of the Human Resources Committee Report**
16. **Consideration of and Motion on approval of Wipfli's Audit of 403(b) Thrift Plan**
17. **Consideration of and Motion on approval of the Agreement with Union Public Schools for Head Start/Early Head Start services at Rosa Parks Early Childhood Education Center**
18. **Consideration of and Motion on approval to enter into an Agreement with Tulsa Educare, Inc. to serve 64 Early Head Start-Child Care Partnership Children**
19. **Consideration of and Motion on approval of the Service Agreement with Tulsa Public Schools for Custodial Services at Five School Locations**
20. **Consideration of and Motion on approval of the Service Agreement with Office Express Janitorial Services for Briarglen, Rosa Parks, ECDC Reed and Reed Early Childhood Education Centers**
21. **Consideration of and Motion on approval of Head Start/Early Head Start Self-Assessment and Self-Assessment Improvement Plan**
22. **Consideration of and Motion on approval of the Corrective Action Plan in response to Office of Head Start Focus Area Two Report, Grants 06CH010305 and 06HP000065**
23. **Consideration of and Motion to enter into an Executive Session of the Board, as authorized by Oklahoma Statutes Title 25, § 307 (B)(1), (4), and/or (7) for the purposes of: discussing the employment, appointment, promotion, demotion, disciplining or resignation of one or more employees; confidential communications with its attorneys concerning a pending investigation; and/or discussing any matter where disclosure of information would violate confidentiality requirements of state or federal law.**
24. **Consideration of and Motion to End Executive Session of the Board and Return to Regular Public Meeting**
25. **Consideration of and Motion to take action regarding matters discussed during the Executive Session of the Board**
26. **For information only: 2019-20 Slot Chart**

27. For information only: 2019-20 School Map
28. For information only: 2018 Pulse Survey Results
29. Executive Committee Report
30. Executive Director Report
31. Chief Operating Officer Report
32. New Business: Consideration of any matter not known about or which could not have been reasonably foreseen prior to the time of posting of the agenda
33. Adjournment