

Kids Central Incorporated
Board of Directors Meeting
September meeting held October 3, 2006

The Board of Directors of Kids Central Incorporated met on October 3, 2006 at the Kids Central Administration office. Donald Baker, Chairperson, called the meeting to order at 11:05 a.m.

Board Members present: Donald Baker, Jason French, Sister Bernie Kenny, Jim O'Quinn, Charles Hay, Shannon Scott and Ed Hutchinson

Staff present: Darrell Edwards, Lisa Barton, Chris Austin, Kim Addison, Sandra Harvey, Tammy Mullins, and Leslie Graves

Donald Baker began the meeting by welcoming Sister Bernie Kenny to the Board of Directors.

Minutes:

The minutes of the last meeting were presented to the Board members. With no corrections or further discussion, Ed Hutchinson made a motion to approve the minutes of the last meeting. Jim O'Quinn seconded the motion. Motion carried.

Finance Report:

Lisa Barton gave Board members copies of the financial statements for August. We have spent 11.78% of our Head Start funds and 21% of our Early Head Start funds. The difference in the percentages is because only four Head Start centers are open during the summer. These numbers will show an increase in September, after our classrooms are in operation.

We need to watch our in-kind closely and increase the amount we receive this year. The education staff is sending packets home with the children with activities to be done with the parents. This should help increase our amount of in-kind.

We have received our audit report for 2005 – 2006. Jim Fern was not able to attend this meeting, but Lisa handed out copies of the audit report and the management letter. The report was an opinion free report which means they found no material weaknesses within our program. The management letter that comes with the audit, but is not part of the audit, states that next year we need to prepare our own footnotes for the audit.

Jim O'Quinn made a motion to accept the audit report. Charles Hay seconded the motion. Motion carried.

Policy Council Report:

Darrell Edwards gave the report from the Policy Council meeting. He stated that he hosted a governance training session at this meeting and we had great attendance. Darrell noted that the Policy Council members will be seated at their meeting on October 8th.

OLD BUSINESS:

One Time Funds:

Chris Austin stated that in May, we requested \$150,000 to purchase four (4) new buses in the amount of \$37,500 each. We received authorization and funds to purchase one (1) new bus. We are currently waiting for delivery.

Report of Grants submitted to ACF:

Lisa Barton stated that we have received \$2,500 for the I Am Moving I Am Learning Training Workshop attended in Galax and \$4,000 for additional training for the Family Advocates and Education staff. We have not received any word on our application for the \$25,000 for the collaboration grant between Kids Central and Wise County and the City of Norton Schools.

NEW BUSINESS:

Education Report:

Kim Addison reported that all of our centers are open and running. We are conducting PALS testing and NRS testing on all four year olds. We are also doing LAP and ELAP now. We are now tracking outcomes online through High Scope, and we can print reports and watch as Teachers input their data.

As of September 5th, we have twenty-five (25) children with IEPs standing. We have another twenty-six (26) with suspected IEPs. We will have a definite number by December.

Enrollment:

Chris Austin reported that we had 360 children enrolled on the first day of school. This number will continue to increase. We lost sixty-eight (68) children to the Pre-K programs. We are currently serving 373 children – thirteen (13) over enrollment. We would like to keep our enrollment figures at 370.

Jim O'Quinn asked how the Nora center was doing. Chris stated that attendance is better. In August, we only had six (6) children. We now have eleven (11). Haysi has twenty (20) children, and seven (7) of these are over-income.

Ed Hutchinson asked why parents would send their children to Pre-K instead of Head Start. Darrell stated that when families have other children in school, parents want to send the younger siblings to the same school.

Tobacco Ban Policy:

Darrell Edwards handed out a Tobacco Ban Policy which, if approved, will become effective January 1, 2007. This will give staff a transition period. It states that Kids Central will ban use of all tobacco products on all property and vehicles owned, leased or operated by Kids Central. Staff will be given two ten minute breaks (morning and afternoon), at this time staff may leave the premises to smoke. Staff may also leave at lunch to smoke.

Jim O'Quinn asked what assistance we are giving the employees to help with this change. Darrell stated that employees may go to OccuMed to receive help on smoking cessation and to receive nicotine patches that help people who are trying to quit smoking. Darrell states that the program will pay for the nicotine patches for staff.

Ed Hutchinson made a motion to adopt the Tobacco Ban policy. Jim O'Quinn seconded the motion. Motion carried.

New Hires and Transitions:

Chris Austin reported that Kids Central has hired the following:

- Tara Cross – Bus Monitor for Dogwood Terrace and Monte Vista
- Barbara Lewis – Bus Monitor for Wise, Ramsey and Hawthorne
- Roy Stallard – Bus Monitor for Pound
- Catherine Hale – Bus Driver for Nora
- Joyce Stallard – Bus Driver for Pound
- Amy Mullins – Bus Driver for Dogwood Terrace and Monte Vista
- Tyler Wade – Substitute
- Debra Egan – Substitute

Chris also reported that Pamela Gardner has been promoted from Substitute to Classroom Assistant.

Shannon Scott made a motion to approve the above listed new hires and promotions. Jim O'Quinn seconded the motion. Motion carried.

For the Good of Kids Central:

Darrell Edwards stated that it seems that every time Kids Central is thrown a curve ball, we stand up to the place. After everything we have been through, our system is running very smoothly now. This is because of the Board of Directors and staff that Kids Central has. Kids Central is on the mark and is doing exactly what we told the Board of Directors we would do.

The principal at Longs Fork Elementary School approached Donald Baker and explained that they currently use a handicapped bus to transport students from the elementary school to the day care center in the afternoons. Their bus is not large enough to transport all the children and the Principal would like to know if Kids Central could help with the transportation. Chris Austin stated that he would contact the Principal and discuss the situation. Our bus is used for two centers, Longs Fork and Clintwood, and if we can work out the details, he thinks we will be able to help.

Next Meeting:

Shannon Scott made a motion to cancel the October meeting due to the fact that September's meeting was postponed until October 3rd and there isn't any pressing business for another meeting in October. Ed Hutchinson seconded the motion. Motion carried.

Darrell Edwards asked what the Board members would like to do for December's meeting. In the past, we had a combined meeting with the Policy Council and met at a restaurant. All agreed to do the same this year.

Shannon Scott thanked Kids Central, especially Kim Addison and Chris Austin for the help with Wise County's sesquicentennial celebration at the Lonesome Pine Race Track. Kids Central made up a third of the whole celebration, providing fun activities and games for the children, parents and grandparents alike.

The next meeting will be held November 21, 2006 at the Kids Central Administration building at 11:00 a.m.

The meeting adjourned at 11:40 a.m.

Ed Hutchinson, Secretary