

Kids Central Incorporated Board of Directors Meeting April 21, 2009

The Board of Directors of Kids Central Incorporated met March 24, 2009 at Kids Central's Center Building in Esserville. Teresa Adkins, Chairperson, called the meeting to order at 11:00 a.m.

Board Members present: George Aichel, Teresa Adkins, Donald Baker, Harry Childress, Jason French, Edward Hutchinson, Larry Kennedy, Fred Luntsford, Shirley Rogers, and William Sturgill

Staff present: Darrell Edwards, Lisa Barton, Kim Austin, Chris Austin, Terry Gentry, and Sandra Harvey

Others present: Donna Bates and Sharon Moore from Wise County Schools

Minutes:

Teresa Adkins presented the minutes from the last meeting (March 24, 2009) in Sister Bernie Kenny's absence. With no comments or changes, **George Aichel made a motion to approve the minutes of the last meeting. Shirley Rogers seconded the motion. Motion carried.**

Finance Report

Lisa Barton gave Board members copies of the financial statements (including credit card statements) for March. We are ten (10) months into our fiscal year and she stated that we have spent approximately 72.5% of our Head Start funds and 74% of our Early Head Start funds. There are some large expenses expected to be paid in April.

We have two (2) CDs that will mature in April, one is \$52,000 and the other is \$25,000. Lisa will check on interest rates to find the best rate available.

In-kind looks good for this year. Lisa does not anticipate a problem reaching our required limit for the year.

Ed Hutchinson made a motion to accept the finance report. Jason French seconded the motion. Motion carried.

Policy Council Report

In Fred Luntsford's absence, a Policy Council Report was not given.

OLD BUSINESS

- Blended Services Agreement. Kim Austin introduced Donna Bates and Sharon Moore from Wise County Schools. Changes to the agreement between Kids Central and Wise County Schools which were discussed at the last meeting have been made. On April 6, 2009, Wise County School approved the agreement.

George Aichel brought about some changes he feels needs to be made to the agreement in the way of grammar editing:

1. Page 1 in the paragraph beginning "WHEREAS", Mr. Aichel states this is not a sentence. He states the wording needs to be changed so it reads correctly. Donna Bates stated that Wise County Schools will change this paragraph.
2. Page 2, under Specific Responsibilities #1, "The Partner agrees that their responsibility..." should be changed to "The Partner agrees that its responsibility".
3. Page 2, under Specific Responsibilities #5, last paragraph, Change "The Partner with support of the program" to "The Partner with support of the Program" (capitalizing the word Program).
4. Page 3, #7, Mr. Aichel states it should be made clear that this pertains to all children, not just Head Start children.
5. Page 3, #8, Mr. Aichel states it should be made clear whether this pertains to all children or just Head Start children.
6. Page 3, #14, Mr. Aichel states it should be made clear whether this pertains to all children or just Head Start children.

Mr. Aichel also asked for clarity regarding the word "isolation" on Page 4 under #3. Ms. Bates stated this mean unsupervised as in a child being placed in time-out in an area which is unsupervised by the Teacher. He also stated that the sentence "This agreement is subject to incorporates and or amendments as prescribed by either party" does not make sense in its reading. Ms. Bates explained they took this statement directly from Head Start.

George Aichel made a motion to approve the Agreement for Blended Services with the above changes. Shirley Rogers seconded the motion. Motion carried.

NEW BUSINESS

- Outcome of Review. Darrell Edwards stated that the only finding from the Review was that the Executive Director did not have a current performance evaluation. He thought as long as the evaluation was completed by May 31 (end of the current fiscal year) it would be within the guidelines. The Executive Director's performance evaluation must be conducted annually. The letter regarding the review outcomes speaks well of our Agency, our Board of Directors, Policy Council and our Staff.
- COLA and Quality Improvement Funds. Darrell Edwards stated that last week he had a conference call with the Regional Office concerning the COLA and Quality Improvement funds. One of the key elements is improving the quality of staff. Part of these funds is permanent and part is temporary (stimulus funds). Our grant applications must be into the Regional Office by May 14.

Lisa Barton gave Board members a breakdown of the use of all funds (permanent and temporary). She showed a breakdown of the supplement budget with a 2% raise, a 3.06% COLA and a 1.84% ARRA. She gave Board members two pay scales, one

showing the 4.9% (3.06 COLA + 1.84% ARRA) and another showing just the 3.06% COLA. The Regional Office wants us to submit the two difference pay scales.

She announced that with the Quality Improvement funds, we are proposing the following:

1. Bring part-year staff back to work one week early. These funds would include salaries and fringe benefits for the week for each part-year staff member.
2. Provide funds for approved college classes for staff
3. Bring back Home Visitors three (3) weeks early for two years
4. Purchase hatch computer for our part-year centers
5. Purchase bus harnesses for the children
6. Professional development funds for Staff

Our grant applications must be in the Regional Office by May 14th, this includes our budget and pay scales. Lisa Barton will mail members of the Board the final versions of the grant applications by May 5th. The Board members approved the applications as presented, subject to review of the final presentation with comments to be made to the Comptroller or the Executive Director by May 11th. Lisa Barton will submit the grant applications to the Regional Office on May 11th.

The Board unanimously agreed to continue this discussion until the information is in final form for the Board members.

- Update on Current Court Case. Darrell Edwards stated that everyone involved in this case was shocked at the verdict. He gave the Board a copy of the Response to Vacate, which is asking the Court to overturn the verdict due to lack of evidence. Mr. Herndon's case was based on his alleged "whistle blowing". This was proven untrue. We are asking the Judge to overturn the jury's verdict.
- Program Calendars. Kim Austin stated that proposed calendars for the 2009 – 2010 school year were given to the Board members in their packets, however, if we receive the Quality Improvement funds, we would like to bring the part-year staff back one week early. Kim has given the Board members a second set of calendars to show the change in dates if we receive the Quality Improvement funds. She did state that if we did not receive the Quality Improvement funds, we would use the initial set of calendars which will bring staff back on August 17, 2009. **George Aichel made a motion to approve Calendar "A" as the 2009 – 2010 program calendar (which shows staff returning on August 10, 2009) if we receive Quality Improvement funds and made a motion to approve Calendar "B" as the 2009 – 2010 program calendar (which shows staff returning on August 17, 2009) if we do not receive Quality Improvement funds. Shirley Rogers seconded the motion. Motion carried.**
- End of Year Blow-out. Darrell Edwards gave an open invitation to the Board to attend the end of the year blowout celebration at the Dickenson County Fairgrounds on Friday, May 15, 2009 from 10:00 a.m. – 2:00 p.m.

- Survey of Board Members. Darrell Edwards stated that in the packets sent to the members, there was a Board Survey Form asking if members would like to continue their service as members of Kids Central's Board of Directors. He asks that everyone complete the survey and return it to him or Teresa Adkins as soon as possible.
- Monthly Enrollment Report. Chris Austin gave the enrollment report to members of the Board. He stated that March's attendance was 81.79%. We do have waiting lists for our program. We have mailed postcards to recruit children and have has responses and have completed applications for next year.
- Executive Director's Performance Evaluation. Shirley Rogers and Sister Bernie Kenny conducted the performance evaluation on Darrell Edwards. Shirley gave the Board members a summary of the evaluation. **Jason French made a motion to approve the Performance Evaluation of the Executive Director. Donald Baker seconded the motion. Motion carried.**

FOR THE GOOD OF KIDS CENTRAL/COMMENTS

Darrell Edwards stated that during the trial regarding Wayne Herndon, it was shown exactly what a professional run organization we have. He stated that Ed Hutchinson and George Aichel represented the Board of Directors and he would like to thank them for their help and representation.

NEXT MEETING

The next meeting of the Kids Central Board of Directors will be May 19, 2009 at 11:00 a.m.

ADJOURNMENT

The meeting adjourned at 12:10 p.m.

Sister Bernie Kenny
Secretary

Sandra Harvey
Recording Secretary