

# Kids Central Incorporated Board of Directors Meeting October 19, 2010

The Board of Directors of Kids Central Incorporated met October 19, 2010 at Kids Central's Administration Office. Teresa Adkins, Chairperson, called the meeting to order at 11:07 a.m.

Board Members present: Teresa Adkins, Harry Childress, Edward Hutchinson, Sister Bernie Kenny, Ronald Kendrick, Shirley Rogers, and William Sturgill

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

## Minutes:

William Sturgill presented the minutes from the previous meeting (September 21, 2010). With no comments or corrections, **Shirley Rogers made a motion to approve the minutes. Sister Bernie Kenny seconded the motion. Motion carried.**

## Finance Report

Edward Hutchinson deferred the finance report to Lisa Barton. Lisa gave copies of the financial statements to the Board members. As of the end of September, we have spent approximately 20% of our Head Start funds. She stated that our COLA and Quality Improvement funds ended September 30<sup>th</sup>. We have spent all of our ARRA funds. We still have some large items to pay, such as insurance and workers compensation.

As of today, we have still not received any response from the Regional Office regarding the loan to purchase buses. Lisa has tried to contact the Regional Office since the first of September and no one will return her calls or respond to her e-mails.

We are doing very well with in-kind as of today. We are required to have \$900,000 of in-kind by the end of the year. With this said, everyone needs to remember how important in-kind is to this program and make an effort to collect as much in-kind as they can.

## OLD BUSINESS

There was nothing to discuss under old business at today's meeting.

## NEW BUSINESS

- Written Plans. Kim Austin reported that the written plans have been updated for the 2010 – 2011 year. These plans were not copied for everyone due to the large number of pages, but they will be placed on the website for review. The only changes made dealt with personnel. Changes will be highlighted in red for easy view. The written plans will be presented to the Board for approval at next month's meeting.
- Self-Assessment. Kim Austin reported that the self-assessment was not ready to give to the Board today. A copy will be given at next month's meeting for review and Kim will ask for approval at December's meeting.

- Personnel Actions. The following people have been hired, promoted, or transferred:
  - Chesney Farris – hired as a Classroom Assistant at Wise
  - Tanya Isbell – hired as a Classroom Assistant at Coeburn II

**Edward Hutchinson made a motion to approve the hiring of the people listed above, and from this meeting forward, after the financial report is given, a motion is to be made to accept and file the finance report. Shirley Rogers seconded the motion. Motion carried.**

- Family Involvement. Darrell stated that Lindsey Sturgill was to give a report to the Board today but she had family day scheduled at one of the centers. He states that when the Family and Community Partnerships Director position was vacated, the job responsibilities of that position were given to other staff members. The savings from this enabled us to create the Family Involvement Specialist position. Since this position was put in place, we have had an 80% increase in parent participation in our program. Changing from parent meetings to family days was a great and effective creation for parent involvement. At movie night we had over 700 people attend. Approximately 200 people attended the Kasey's Academy trip to the Knoxville Zoo.

Jason French, who served on the Policy Council and Board of Directors, began putting this project together before he left two years ago. This was an idea that took years in the making.

Edward Hutchinson stated that this month's Policy Council was the liveliest meeting he has attended. Twenty-three (23) members were seated at this meeting. The interest in this year's Policy Council is very high and the hopes are this interest will continue. The Board members are welcome to attend the Policy Council meetings anytime.

- Changes in Head Start/Early Head Start Enrollment Slots. Kim Austin gave Board members a copy of the enrollment and attendance report ending September 30<sup>th</sup>. In order to be fully enrolled, each full-year center must have twenty (20) children and each part-year center must have sixteen (16) children. This is a problem in centers such as Appalachia II, Coeburn II and Nora. A new Pre-K class in Coeburn has hurt our attendance in that area, and Nora has a history of low enrollment. Staff spent two days recruiting door to door in the St. Paul area, and that center now has only twelve (12) children, two of which are over income.

In order for maintain full enrollment, we have to put more children into other centers in other areas. On the other hand, Early Head Start has a waiting list of approximately sixty (60) children. What Kids Central wants is to provide the best services possible to all eligible children. One option to do just that would be to exchange some Head Start slots to Early Head Start slots. At this time, there are no over income children in the Early Head Start program. All of the over income children are in the Head Start program. We want to make sure we still provide services to all of our service areas, and we know that Pre-K can only serve four year olds, and we are the only option for an early program.

Previously, the option of consolidating the St. Paul, Nita Bond, and Coeburn II centers to provide better service. However, we did not receive support on this project from the Regional Office.

Kim stated that we need to be proactive. We lost children slots in the past due to Pre-K, and we do not want that to happen again. Local Social Services Agencies gives us a copy of the Medicaid list to help us with recruiting. Ronald Kendrick suggested contacting the Ladies Auxiliaries of local churches to help with recruitment. He said sometimes they have contacts

that church members don't. Kim replied that if he would get her the contact information, she would be glad to meet with them.

Darrell told the Board that the last option would be to reduce your enrollment, giving back the funds allotted for those children. He said this would not be in anyone's best interest, especially when we have to option to convert Head Start slots to Early Head Start slots, where we have the most need.

#### FOR THE GOOD OF KIDS CENTRAL/COMMENTS

Darrell reported that there will be a statewide Head Start conference in Abingdon in April 2011. This is the first time in history that this meeting has been held in our area. Kids Central along with nine other Head Start agencies will be the hosts for this conference. Darrell has resumed the duties of President of the Southwest Virginia Head Start Association after the State Director called and told him that the current President had resigned. He was absolutely amazed at the number of people who volunteered to help. Six years ago, that would not have happened. Everything Kids Central is able to do is because of the support of the Board of Directors and the Policy Council. We have been able to expand our horizons and it has been great.

Darrell stated how very appreciative he is of the Board of Directors. We are expanding all the time. We are nowhere near where we need to be and complacency is not in our vocabulary. He thanked the Board for their continued support. The Board members thanked Darrell for what he has done for Kids Central.

#### NEXT MEETING

The next meeting of the Kids Central Board of Directors will be held on November 16, 2010 at 11:00 a.m. at the Kids Central Administration Office in Esserville.

#### ADJOURNMENT

With no further business, **Shirley Rogers made a motion to adjourn the meeting. William Sturgill seconded the motion. Motion carried.** The meeting adjourned at 11:40 a.m.

---

William Sturgill  
Secretary

---

Sandra Harvey  
Recording Secretary