



**Board of Directors
April 19, 2016
A G E N D A**

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- I. Call to order: Will Sturgill, Board President
 - II. Presentation of Board Minutes of Previous Meeting (Mar.):..... Thomas Williams, Secretary
 - III. Presentation of the Financial Status..... Harry Childress, Treasurer
Laura Taylor-Baugh, Comptroller
 - IV. Monthly Updates:
 - A. Education Services..... Tammy Mullins, Asst. Director
 - B. Children and Family Services Terry Gentry, Asst. Director
 - 1. Enrollment Report
 - C. Nutrition Services Junior Rose, Nutrition Specialist
 - D. Family Engagement Lindsey Sturgill, Fam. Engage
 - E. Health Services Regina Cantrell, Health Specialist
 - F. Human Resources Services..... Allen Couch, HR Specialist
 - V. Old Business:
 - A. The BLAST 2016Lindsey Sturgill
 - B. Health Advisory MeetingRegina Cantrell
 - VI. New Business:
 - A. CSSR Monitoring Review Tammy Mullins
(Comprehensive Services and School Readiness)
 - B. Policy and Procedures Manual Changes and Clarifications..... Tammy Mullins and Allen Couch
 - C. Presentation of 2016-2017 Operating Calendar..... Tammy Mullins
 - D. Board Awards and Installation Meeting June 21, 2016.....Darrell Edwards
 - 1. Slate of Officers
 - 2. New Members
 - 3. Awards
 - VII. For the good of KIDS Central, Inc. (Open comments):
 - VIII. Next Meeting: – *The next Board of Directors meeting will be held on Tuesday, May17, 2016 at the Administrative Building of Kids Central, Inc. beginning at 11:00 a.m.*
 - IX. Adjourn:



Sign-In Sheet

Titled Meeting	Board of Directors	Trainer	
Date	4/19/2016	Time	11:00 AM - 12:00
Location	Administrative Building		

Number	Signature	Representing	Center/Town
1	Zane Davis	Dir of DIXENWESCO	
2	Allen Couch	KCI	
3	Harvey D. Hillow	Board	Clintwood
4	James L. Baus	KCI	Admin
5	Wendell Piquero	KCI	
6	Will Strigell	KCI	Wise Wise
7	Fammy Mullin	KCI	
8	Paula Heron	Mtn. Ent.	
9	Paula Bates	Finance	Admin.
10	Rogin H. Cantrell	KCI	Admin.
11	Thomas Williams	BOD	Norton
12	Jan Zentgraf	Board	BSE
13	Ms Bernice Kenny	Board	Churches
14	Edward W. Robinson Sr	Board	Big Stone Gap
15	Jeff Dent	KCI	Asst. Dir.
16	Mindy Stagle	KCI	Admin
17	Carrie Jennings	KCI	Admin
18	Brian Beathley	KCI	Admin
19	De R L	KCI	Admin
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Kids Central Incorporated

Board of Directors

April 19, 2016

The Board of Directors of Kids Central Incorporated met Tuesday, April 19, 2016 at the Administrative Office. Will Sturgill, President of the Board, called the meeting to order at 11:00 am.

Board Members present: Ed Hutchinson, Paula Herron, Karen Davis, Will Sturgill, Jan Zentmeyer, Thomas Williams, Harry Childress, and Sister Bernie Kenny.

Staff present: Darrell Edwards, Terry Gentry, Tammy Mullins, Allen Couch, Candice Jennings, Lisa Bentley, Paula Bates, Vernon Rose, Jr., Lindsey Sturgill, Laura Taylor-Baugh, Regina Cantrell.

MINUTES:

The minutes of the March 2016 Board of Directors meeting were presented by Thomas Williams without corrections. **Ed Hutchinson made the motion to accept and seconded by Paula Herron that minutes be approved. Motion Passed.**

PRESENTATION OF FINANCIAL STATUS

Laura Taylor-Baugh presented the financial status report. Her report is attached. She anticipates ending the fiscal year with a good report. The report consisted of an analysis of the operations of Kids Central, the inspector general's evaluation of our audit report, bank statements, check register, credit card report, USDA report, and draw report.

Motion was made by Harry Childress to accept the report as presented. The motion was seconded by Thomas Williams. Motion Passed.

Monthly Updates:

The Education Services Report was submitted by Tammy Mullins. A copy of her report is attached.

The Children and Family Services Report was presented by Terry Gentry. A Copy is attached. She reported that her department was heavily involved in recruitment for the upcoming school year. She reminded the Board that the make-up of participants will be different this year because of our conversion from Head Start to Early Head Start Participants. In addition to her report she updated the Board on our Grant Application for Lee County.

Nutrition Services Report was presented by Junior Rose, Kids Central's Nutrition for the month of March. A copy is attached.

Family Engagement Services Lindsey Sturgill gave a report of the activities of Kids Central for the past month and plans for the future. They included the art display at the Wise County Library, the buy one get one book fair, family days at the centers, fathers day at the gym at UVA Wise, planned trip to the zoo and the year- end Blast.

Health Services Report Regina Cantrell reported on her trip to the annual conference. She picked up a lot of information that she will be beneficial. She reported that arrangements were being made for Dental and Hearing checkups for the Children of Kids Central.

Human Services Report Allen Couch, Human Resources Specialist presented a new staff members: A copy of report is attached

A motion was made by Bernie Kenny and Seconded by Thomas Williams to approve the new hires. Motion Passed by the Board of Directors.

Old Business

The Blast 2016: Lindsey Sturgill reported on the upcoming Year-End Blast. She has had several additions by way of donation for this year. A huge tent to protect from the sun, an air conditioned tent for anyone suffering from the heat, monetary donation from the Wise County Recreation Authority. The Blast is scheduled for May 6, 2016 from 10 am to 2 pm at Bullitt Park in Big Stone Gap. There will be several displays from vendors. There will be lots of entertainment for the kids and a free lunch for everyone.

Health Advisory Meeting: The Health Advisory meeting is scheduled for May 25th. It will take place at Kids Central Administrative Office as a lunch meeting. It will be a roundtable discussion type meeting.

New Business:

The CSSR Monitoring Review has been rescheduled for the week of April 25th. An overview of the review is attached.

A copy of the school readiness goals was given to the Board of Directors. The purpose was to allow them time to review the information before we would request a vote of approval at next month's meeting.

Policy and Procedures Manual Changes

Tammy Mullins presented the proposal for changes to the "Holidays" policy of Kids Central. A copy of the present and proposed change is attached. The proposal was accepted. Allen Couch presented proposal for changes to "Employment Decisions" and "Pre-employment Requirements. A copy of the existing and proposed change is attached. The proposal was accepted.

A motion was made by Ed Hutchinson and seconded by Harry Childress for approval of the policy and procedures manual changes. Motion passed.

Tammy Mullins presented the proposed full year and part year calendar for the 2016-2017 school year. A copy is attached.

A motion was made by Ed Hutchinson and seconded by Sister Bernie Kenney to approve the school calendar. Motion Passed.

Board Awards and Installation Meeting June 21, 2016:

Darrell Edwards asked that the present board to consider returning for next year and recruit another Board Member for the upcoming year. He also requested that consideration be given to continuing on the Executive Committee. The filling of these positions needs to occur in our June 21, 2016 meeting.

For the good of Kids Central:

Tammy Mullins gave a word of praise to the Administrative Office Personnel that have worked in our classrooms in the absence of regular personnel that were absent for one reason or another.

NEXT MEETING

The next meeting of the Kids Central Board of Directors will be held on Tuesday, May 17, 2016 at 11:00 a.m. at Kids Central Administrative Offices.

ADJOURNMENT

With no further business, the meeting was adjourned at 12:00

Thomas Williams
Board of Directors Secretary

Kids Central Incorporated Board of Directors Meeting March 15, 2016

The Board of Directors of Kids Central Incorporated met Tuesday, March 15, 2016 at Kids Central's Administration Office. In the absence of Will Sturgill, Karen Davis, and Thomas Williams and at the request of Harry Childress, Executive Director, Darrell Edwards called the meeting to order at 11:03 am.

Board Members present: Bill Dotson, Paula Herron, Ron Kendrick, Ed Hutchinson, Harry Childress, and Jan Zentmeyer
Staff present: Darrell Edwards, Terry Gentry, Tammy Mullins, Laura Taylor-Baugh, Allen Couch, Candice Jennings, Lisa Bentley, Paula Bates, and Regina Cantrell.

MINUTES:

The minutes of the February 2016 Board of Directors meeting were presented.

Ed Hutchinson made a motion to accept the February 2016 minutes without corrections. Harry Childress seconded the motion. Motion carried.

COMPTROLLER REPORT

Laura Taylor-Baugh gave a financial report. Her report indicated that we should watch our expenditures for the remainder of the fiscal year. A copy of her report is attached.

Ed Hutchinson complimented Laura Taylor on the financial report and made a motion the financial report be filed. The motions was seconded by Harry Childress. Motion Passed.

Monthly Updates:

The Education Services Report was submitted by Tammy Mullins. A copy is attached.

The Children and Family Services Report was presented by Terry Gentry. A Copy is attached.

Nutrition Services Report was presented by Lisa Bentley in the absence of Junior Rose. A copy is attached.

Family Engagement Services Terry Gentry gave a report on family engagement due to the absence of Lindsey Sturgill. A copy is attached.

Health Services Report Regina Cantrell gave her report on health services provided to the children of Kids Central. The team is meeting and reviewing the files of the children to make sure all our requirements have been met. She and Jennifer just completed the heights and weights recording for the children. They have been communicating with the parents their findings and recommendations to improve the health of the children. In May the Health Advisory Committee meeting will be held. The date has yet to be set but will be set soon. The Board will be informed of the date and time and are invited to attend.

Human Services Report Allen Couch, Human Resources Specialist presented a new staff member, Bridget Mullins.

Motion was made by Harry Childress and seconded by Ed Hutchinson to approve the new employee. The motion Carried.

Old Business:

Head Start Reviews from Last Year:

Darrell Edwards went over the phone interviews of March 14 with Philadelphia. He felt that the added information they received from Laura Taylor-Baugh about the financial review would prove to be satisfactory. However, he explained the largest problem is the misunderstanding about the receipt of background checks and the date our staff are employed. Also the absence of Key Hire process in our policy manual was cited. He explained because it was federally mandated in the grant it was not in our policy manual. He also explained that the policy would be written and be available for approval next month.

New Business

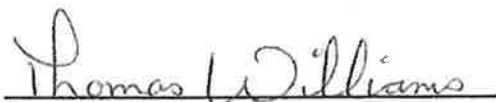
Laura Taylor-Baugh announced to the Board that to assist in keeping the Board informed she would be sending a copy of the financial report in the mail and email prior to the meeting. That would give them the opportunity to evaluate and develop questions for her prior to the meeting. She also added the bank reconciliation to her financial report.

NEXT MEETING

The next meeting of the Kids Central Board of Directors will be held on Tuesday, April 19, 2016 at 11:00 a.m. at Administrative Office Building in Norton.

ADJOURNMENT

With no further business, the meeting was adjourned at 11:55 pm.


Thomas Williams
Board of Directors Secretary