



**Board of Directors
 May 17, 2016
 A G E N D A**

- I. Call to order: Will Sturgill, Board President
- II. Presentation of Board Minutes of Previous Meeting (Apr.): 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
 - 1. Child Outcomes Data Report Period 3
 - 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 2016 Lindsey Sturgill
 - B. Health Advisory Meeting Regina Cantrell
 - C. Board Awards and Installation Meeting June 28, 2016 Darrell Edwards
 - 1. Slate of Officers
 - 2. New Members
 - 3. Awards
 - D. CSSR Monitoring Review Tammy Mullins
 (Comprehensive Services and School Readiness)
- VI. New Business:
 - A. KCI Program Written Plans Staff
 - B. Board of Directors Interview Guide for Governance Review Terry Gentry
- VII. Closed Session to discuss personnel matters Staff Report
- VIII. For the good of KIDS Central, Inc. (Open comments):
- IX. Next Meeting: – *The next Board of Directors meeting will be held on Tuesday, June 28, 2016 at the Administrative Building of Kids Central, Inc. beginning at 11:00 a.m. This is a joint meeting with the Policy Council and also the Awards and Installation Meeting for the Board of Directors.*
- X. Adjourn:

Kids Central Incorporated

Board of Directors

May 17, 2016

The Board of Directors of Kids Central Incorporated met Tuesday, May 17, 2016 at the Administrative Office. Karen Davis, Vice President of the Board, called the meeting to order at 11:10 am.

Board Members present: Ed Hutchinson, Karen Davis, Thomas Williams, Sister Bernie Kenny, and Sherry Tabor.

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

MINUTES:

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

PRESENTATION OF FINANCIAL STATUS

Laura Taylor-Baugh presented the financial status report. The report consisted of financial status report, USDA funds received, year-end close preliminary financial data, bank reconciliations, check register, and credit card report.. All reports are attached.

Motion was made by Sherry Tabor 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.

Nutrition Services Report was presented by Junior Rose, Kids Central's Nutrition for the month of April 2016. A copy is attached.

Family Engagement Services Terry Gentry gave a report of the activities of Kids Central for the past month. The Haysi Center was the winner of family day this year. The art display at the Wise County Library was a big success this year and there are plans to expand for next year. The Blast was a big success.

Health Services Report Regina Cantrell reported on plans for children's health needs for the upcoming school year. There were only one minor scrape requiring a band aid at the blast. A copy of her report is attached.

Human Services Report Allen Couch, Human Resources Specialist reported no additions to staff over past thirty days.

Old Business

The Blast 2016: The Blast was a complete success.

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.

Board Awards and Installation. Darrell Edwards gave a report of transitions taking place on the Board for the upcoming year. Two members, Jan Zentmeyer and Fred Lunsford, have tendered their resignation. He asked the Board to work on recruitment of new Board members for the upcoming year. .

CSSR Monitoring Review Tammy Mullins gave a report of the just completed review. She was pleased with the interaction she had with the reviewers. She feels that we should be pleased with the results she is expecting in about 90 days.

New Business:

KCI Program Written Plans: Tammy Mullins and Terry Gentry presented Kids Central Inc.'s written plans on Family and Community Services, Disability Services, Health and Safety, Mental Health, and Health & Developmental. They went over the changes to these plans from prior plans. A copy of the presentation is attached.

A motion was made by Thomas Williams to approve the written plans as presented. It was seconded by Sister Bernie Kenney. Motion Passed.

Board of Directors Interview Guide for Governance Review Terry Gentry passed out an interview guide that the Board needs to be familiar with for a review that should occur in the upcoming school year. A copy is attached.

A motion was made by Ed Hutchinson and seconded by Sister Bernie to go into closed session to discuss personnel matters. Motion passed.

The Board was in Closed Session for 13 minutes. Then returned to open session.

For the Good of Kids Central Ed Hutchinson gave a report on the dangers of wheat in our diet. A copy of his report is attached.

NEXT MEETING

The next meeting of the Kids Central Board of Directors will be held on Tuesday, June 28, 2016 at 11:00 a.m. at Kids Central Administrative Offices.

ADJOURNMENT

With no further business, the meeting was adjourned at 12:30 PM

Thomas Williams
Board of Directors Secretary

Date



Sign-In Sheet

Titled Meeting	Board of Directors	Trainer	
Date	May 17, 2016	Time	11:00 AM - 12:30
Location	Administrative Building		

Number	Signature	Representing	Center/Town
1	<i>Parrell [unclear]</i>	<i>KCI</i>	
2	<i>Allen Couch</i>	<i>KCI</i>	
3	<i>Jana [unclear]</i>	<i>KCI</i>	
4	<i>Karen [unclear]</i>	<i>MC of [unclear] SCD</i>	
5	<i>Gerry Dentry</i>	<i>KCI</i>	<i>Admin.</i>
6	<i>Fanny Mullis</i>	<i>KCI</i>	<i>"</i>
7	<i>Edward A. [unclear] for</i>	<i>KCI / Board</i>	<i>Big Stone Key</i>
8	<i>Gay / Bernice Kenney</i>		<i>Clunelco</i>
9	<i>Sherry Taber</i>	<i>Child Care Connect</i>	<i>Planning 1</i>
10	<i>Rhomas Williams</i>	<i>BOD</i>	<i>Norton</i>
11	<i>Regina H Cantrell</i>	<i>KCI</i>	<i>Admin.</i>
12	<i>Candice Jennings</i>	<i>KCI</i>	<i>Admin</i>
13	<i>Lisa Bentley</i>	<i>KCI</i>	<i>Admin.</i>
14	<i>Yann [unclear]</i>	<i>KCI</i>	<i>Admin.</i>
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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