

Kids Central Incorporated Policy Council Meeting April 11, 2007

The Policy Council of Kids Central Incorporated met on April 11, 2007 at the Kids Central Administration office. Jason French, Chairperson, called the meeting to order at 11:00 a.m.

Present: Gaynell Deaton, Vanessa Smith, Cheri Quinn, Kennith Rose, Jason French, Heather Mullins, Tonya Collins, Lisa Blair, and Edward Hutchinson

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

Agenda:

After review of the agenda for the present meeting, **Lisa Blair made a motion to accept the agenda. Vanessa Smith seconded the meeting. Motion carried**

Minutes:

The minutes of the last meeting were presented to the Policy Council members. With a change on the first page to replace "Board Members present" with the word "Present", **Lisa Blair made a motion to approve the minutes of the last meeting. Gaynell Deaton seconded the motion. Motion carried.**

Open Comments:

Vanessa Smith questioned whether parents were allowed to attend the field trip to see 101 Dalmatians. Darrell Edwards stated that parents were allowed to attend. Darrell stated that there would not be a trip to Sesame Street this year but all centers would be going to the Job Corp and to Vance's Farm. Centers in Dickenson County will be going to the year-end celebration at the Kiwanis Park.

Kennith Rose stated that he believes our agency and the Head Start program. He stated that when his grandchild entered into our program, the child had problems with speech. Since enrolled in the program, the speech problem has improved.

Board Report:

Because the last Board of Directors meeting (February) was held prior to the last Policy Council meeting there is no Board Report to give this month.

Director's Report:

Darrell Edwards reported that if the Head Start Reauthorization takes place this year, one of the actions would be to discontinue the Policy Council. If this happens, Darrell stated that we would continue to have a Parent Group.

Next month's meeting will be important and all members are urged to attend. We have received a Cost of Living and the application will need to be approved. We will also have business pertaining to changes for the next school year. Kids Central has been above the limits with the Head Start program. Where others have to cut staff because of budget downsizing and budget freezes, we have already made preparations for these actions and will not have to cut staff.

Transportation Report:

Chris Austin stated that during the summer, we would only have four (4) centers open, the full-day centers and Early Head Start. The buses will be turned into the garage on the last day of school.

Notices are going out to the parents to survey the type of services they need. If parents are not working or attending school, they will not have children enrolled in the full-day centers.

Darrell stated that our last school day for part-year centers will be May 3rd and we will begin the new year the day after Labor Day.

Finance Report:

Lisa Barton stated that we have received a Cost of Living Increase and the grant is due June 1st. The COLA increase for staff is 1.5%

The amount of in-kind needed from March 1 through May 31 is \$80,000. Lisa states she does not foresee a problem in obtaining this amount. As of March 31, we have spent 74% of our Head Start funds and 67% of our Early Head Start funds.

Jason French asked Lisa if the Policy Council needed to approve the COLA application at the next meeting. Lisa stated the Policy Council must approve the application.

Nutrition Report:

Mary Collins was not able to attend the meeting but she left menus and handout to give to the parents.

Policy Council Finance Report:

Lisa Barton, in the absence of Yvonne Hall, Treasurer of the Policy Council, stated that the ending balance as of March 31 was \$1,825.00. Lisa informed parents that she had mileage and babysitting forms if they needed to complete one.

OLD BUSINESS:

There was no old business to discuss.

NEW BUSINESS:

- Nominations for Policy Council Award: Nominations for the Policy Council Award need to be turned in to Jason French or Darrell Edwards. The committee for the awards will consists of two members of the Policy Council, two members from the Board of Directors, and Darrel Edwards.

- New Hires: Chris Austin reported that the following staff members have been recently hired:

- Carol Adams – Bus Monitor for Clintwood and Longs Fork
- Mary Salyers – Bus Monitor for Nora
- Cindy Dotson – Classroom Assistant for Longs Fork
- Teresa Barnette - Janitor

Lisa Blair made a motion to accept the above listed new hires. Gaynell Deaton seconded the motion. Motion carried.

Parent Involvement: Jason French reported that he held a parent involvement meeting in March. This meeting was to get input from parents on how to boost parent involvement within our program. He gave handouts to the participants along with a questionnaire to complete and return

to him. Some previous activities included a car seat safety workshop and a breastfeeding support group.

Darrell Edwards stated that we received 60 RSVP forms for this meeting but only 8 people showed up. We prepared meals for 60 people.

Some of the items discussed included a clothes closet for children ages infant through 5; a parent store in which parents would receive vouchers for attending parent meetings, Policy Council meetings or other activities and would then be able to exchange the vouchers for items in the store; meetings for the Policy Council to be held in different centers month to month with transportation provided for the parents; and having the Policy Council meetings open to everyone, not just members.

Darrell stated that if the reauthorization act is approved, we would continue to have a parent committee.

Kenneth Rose stated that he is receiving complaints that others want him to bring up at the Policy Council meetings. He stated that if they have complaints or concerns, they need to address the matter through the proper channels and not wait until the meetings or they need to attend the meetings themselves. Darrell said concerns and/or complaints needs to be brought to the appropriate personnel to get immediate action, not wait for a monthly meeting to bring in front of a committee.

Outside Playtime:

Darrell stated that if the weather is at or above 45 degrees, the children will go outside for playtime. If parents do not want their child to be outside for a legitimate reason, they need to inform the Teacher that day and the child will stay inside.

Job Corp:

Darrell stated that the Job Corp would have some students working with maintenance this summer to help with work orders, including preparing the centers for the new school year such as painting.

Yearbooks:

Every parent will receive a yearbook this year. Yearbooks have been made for every center including Early Head Start.

NEXT MEETING:

- The next Executive Meeting of the Policy Council will be held April 23rd at 11:00 a.m. at the Kids Central Administration Office.
- The next Policy Council meeting will be held May 9th at 11:00 a.m. at the Kids Central Administration Office. Arrangements will be made for parents to bring their children to this meeting. Activities will be held upstairs for the children.

With no further business, **Cheri Quinn made a motion to adjourn the meeting. Lisa Blair seconded the motion.**

The meeting adjourned at 11:40 a.m.

Lisa Blair, Secretary

Sandra Harvey, Recording Secretary