

# Kids Central Incorporated Policy Council Meeting October 10, 2007

The Policy Council of Kids Central Incorporated met on October 10, 2007 at the Kids Central Administration office. Darrell Edwards called the meeting to order at 11:00 a.m.

Present: Gaynell Deaton, Karen Church, Sara Taylor, Brittney Mullins, April Jackson, Tonya Noel, Darla Steele, Kenneth Rose, Sabrina Lawson, Kim Thompson, Mary Cox, Patricia Church, Jennifer Bates, Emily Baker, Becky Whited, Melissa Robinson, Charlotte Mullins, Amanda Coleman, Lora Meade, Adam Thompson, Melissa Bateman, Alona Harding, Jason French

Staff present: Lisa Barton, Kim Addison, Chris Austin, Mary Collins, Paula Bates, Darrell Edwards and Sandra Harvey

Others present: Earl Carter

Darrell Edwards welcomed everyone to the meeting. He gave an introduction of our program and explained the role the Policy Council holds. He explained that those present would be seated as members of the 2007 – 2008 Policy Council. After the new members were seated, Mr. Edwards stated they would now need to fill the positions of Chairperson, Vice-Chairperson, Secretary and Treasurer. These positions make up the Policy Council Executive Committee.

After discussion of the positions, the following nominations were made:

- Chairperson – Jason French
- Vice-Chairperson – Kenneth Rose
- Secretary – Gaynell Deaton
- Treasurer – Trisha Church

**April Jackson made a motion to approve the above nominations for the Executive Committee of the Policy Council. Melissa Bateman seconded the motion. Motion carried.**

Minutes of the previous Policy Council meeting was given to the members for review. Without further discussion or corrections, the minutes were accepted as written.

## OPEN COMMENTS

Coeburn II center is concerned with their food delivery system. Mary Collins stated that this is how their food delivery must be because of the delivery schedule. They will have to continue shopping at Food City for dairy and perishable foods. Darrell Edwards stated that this type of concern should have been taken care long before this meeting. Items of this type should not wait until the Policy Council meeting to be corrected.

The Ramsey Center was wondering if they will have a playground since their playground was removed. Darrell said they would not have a playground because we cannot keep the equipment from being vandalized and destroyed by the older children in the area.

Kennith Rose asked if a memo could be sent to the Parents to inform them that it is Kids Central's policy to send the children outside for one hour as long as the temperature is above 45 degrees. Darrell stated that would be done by our staff.

Kennith Rose asked if we would consider changing the location of the Policy Council meetings every month to help with the travel to the meetings. Darrell stated we could move the location around monthly and could provide transportation to the meeting from the Administration Office by one of our buses.

Earl Carter introduced himself and stated that parents should look at our website often. The news page changes consistently and keeps parents informed of the latest Kid Central news.

### DIRECTOR'S REPORT

Darrell Edwards introduced the Administration staff present in the meeting. He told the parents that they can call any staff member with any questions or concerns they may have regarding our program. He stated that for any maintenance or transportation problems, contact him. He is over those departments.

### STAFF REPORTS

Education: Kim Sanders gave the Education Report. She stated that over the summer, we received a grant from the Department of Social Services for our Early Head Start program for \$35,000. With this money, we have purchased a playground the Appalachia Early Head Start center and supplies for the Early Head Start centers.

Kids Central will be providing training for parents on October 25<sup>th</sup>. Everyone is welcome.

Previously we have used LAP 3 or ELAP as our screening tool. We were currently told not to use this screening tool so we would like to change to Ages and Stages and Kim is asking for approval to make this change. **Gaynell Deaton made a motion to change our screening tool to Ages and Stages. Kenneth Rose seconded the motion. Motion carried.**

Transportation: Chris Austin gave the Transportation Report. He stated that we have recently purchased a 28-passenger bus for \$42,000. This bus is currently being used on the Wise/Norton route.

We are funded for 360 Head Start and 44 Early Head Start children. We must maintain these numbers all year. On the first day of school, our program had 365 Head Start children enrolled. At the end of September, we had 376 Head Start children enrolled. Our enrollment is based on income guidelines. We only have 36 slots for over income children. It is being proposed to change Head Start income guidelines to 130% of the current poverty level.

Facilities: The St. Paul center has been moved from the Housing Project to the Oxbow Center in St. Paul. The new location of this center has pleased the parents, children and staff. We need to move the center unit from the housing project. We would like to move it behind the Esserville Center and use it for socials, activities, etc. We have asked for a proposal from Spencer Bennett (SPENCO) to move the unit. **Charlotte Mullins made a motion to move the St. Paul center unit to a location behind the Esserville center. Gaynell Deaton seconded the motion. Motion carried.**

Chris Austin gave members copies of the Written Plans for review. He stated that he would ask for approval of the Written Plans at next month's meeting.

Finance: Lisa Barton introduced herself to the new members. She gave members copies of the financial reports and explained how our funding works and how she must draw money. Lisa explained the importance of in-kind and how the Policy Council members play a part in collecting in-kind.

We have received our Audit report for the fiscal year ending May 31, 2007 and Lisa gave a copy to the Policy Council Chairperson. We received a recommendation free audit this year.

Nutrition: Mary Collins introduced herself to the Policy Council members. She gave members handouts and menus for October. She gave her telephone number and told the parents if they had any questions

concerning nutrition to call her. She has the central store up and running now and invited members to stop by and see what they have in the store and how it works.

#### POLICY COUNCIL TREASURER REPORT

Lisa Barton gave this report today. She informed the members that the Policy Council receives \$6,060 per year and can use this money at their discretion as long as it follows federal guidelines. Lisa stated she had a \$2500 check to deposit into the account.

#### NEW BUSINESS

New Hires: The following people have been hired by Kids Central:

Christina Turnbull	Deanna Peak	Rebecca Sluss	Jessica Sargent
Terri Bowen	Arlene White	Susan Yates	Kristen Bowen
Megan Sutherland	Vanessa Mullins	Nicole Duncan	Christy Butler
Shawna Counts	Katherine Clemons	Debra Yates	Lindsey Sturgill
Tresia Maggard	Patty Fleming	Lisa Cason	Jimmy Hamilton
Randall Mullins			

Brianne Mullins has been promoted from Bus Driver to Classroom Assistant.

**April Jackson made a motion to approve the above listed new hires. Kenneth Rose seconded the motion. Motion carried.**

Kids Central Bucks: The Policy Council now has a store room stocked with items that Policy Council Members and parents can purchase with Kids Central Bucks. KCI Bucks will be given to parents when they attend a variety of activities and meetings. Each activity and meeting has a value amount and that is the amount of KCI Bucks parents will receive. Parents may save their KCI Bucks and then visit the store to purchase items. **Kennith Rose made a motion to approve the Kids Central Bucks program. Gaynell Deaton seconded the motion. Motion carried.**

#### NEXT MEETING

The next Policy Council meeting will be held Wednesday, November 14<sup>th</sup> at 11:00 a.m. at the Kids Central Administration Office.

The next Executive Committee meeting will be held Tuesday, October 30<sup>th</sup> at 11:00 a.m. at the Kids Central Administration Office.

With no further business, **Gaynell Deaton made a motion to adjourn the meeting. Kenneth Rose seconded the motion. Motion carried.**

Meeting adjourned at 12:23 p.m.

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Gaynell Deaton, Secretary

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Sandra Harvey, Recording Secretary