

Kids Central Incorporated Policy Council Meeting April 8, 2009

The Policy Council of Kids Central Incorporated met on April 8, 2009 at the Kids Central Administration office. Bethany Renfro called the meeting to order at 11:05 a.m.

Present: Debbie Hill, Jonah Gorman, Bethany Renfro, Dee Strouth, Thomas Williams, Kenneth Rose, Lisa Cantrell, and Coleen Cantrell

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

AGENDA

The agenda was reviewed and **Dee Strouth made a motion to approve the agenda as presented. Jonah Gorman seconded the motion. Motion carried.**

MINUTES

The minutes of March's meeting were presented. With no corrections or additions, **Kennith Rose made a motion to accept the minutes as written. Thomas Williams seconded the motion. Motion carried.**

BOARD REPORT

Fred Luntsford, Policy Council Representative to the Board of Directors, was not present to give the Board Report.

DIRECTOR'S REPORT

Darrell Edwards stated his report information would be covered under New Business.

STAFF REPORTS

Finance: Lisa Barton gave copies of the financial statements to the Policy Council. She states that we are ten (10) months into our fiscal year and have spent approximately 72.5% of our Head Start funds and 74% of our Early Head Start funds. She does not have an in-kind report for March due to the fact that she has just now received the information from the centers.

Our grant application has been submitted to the Regional Office, but we have not received any response. We have received some information on new funds that will be available (Cost of Living and Quality Improvement). We will have to submit grant applications for these funds and we will only have thirty (30) days to get the applications to the Regional Office once we have received the information and amounts. These applications will have to be approved by the Board and Policy Council.

Education: Kim Austin was not present at the meeting so an education report was not given.

Transportation/Enrollment: Chris Austin gave the Policy Council members the enrollment report for March. Our attendance for March was at 81.79%.

We are putting a lot of miles on our bus fleet with the routes we have.

Chris announced that the Self-Assessment will be conducted soon. The Self-Assessment includes participation from Policy Council members and Chris will give the necessary information before the assessment date.

Nutrition: Mary Collins was not present at the meeting so a nutrition report was not given.

TREASURER REPORT FOR POLICY COUNCIL

Due to the Policy Council Treasurer's absence, the Treasurer's report was not given. Lisa Barton did state that she deposited \$1500 into the Policy Council's account and believes the balance is approximately \$1750.

OLD BUSINESS

There was no old business to report.

NEW BUSINESS

Year-End Blow-out Celebration: Darrell Edwards stated that the year-end blow-out celebration will be held on May 15th at the Dickenson County Fairgrounds. The theme this year is "Take Your Children to the Fair". All children in attendance will receive prizes.

Policy Council Store: The Policy Council store will be brought to the year-end celebration. This will give parents an opportunity to use their KCI bucks before they expire. Some suggestions for the store include items that are used every day, such as cleaning supplies, paper towels, toilet paper soap, dish detergent, etc.

It is our hopes that next year the store can be mobile and travel to the centers to give everyone access. The store has not been as great of a success as we had hoped. We hope that if we can have it visit each of our centers, parents will be more interested.

Phone Conference with Regional Office: On Monday, March 13, the Regional Office will hold a telephone conference with all programs in Virginia. We will be told how much money we will be receiving for COLA and Quality Improvements. Once we have this information, we will have thirty (30) days to complete and send the grant applications. The Board and Policy Council must approve the grant applications.

New Hires: Chris Austin reported the following new hires and terminations:

- Natalie Jones – Classroom Assistant at Esserville
- Valerie Caudill – Substitute
- Sandra Lawson – Substitute

- Patty Fleming - Termination

Kennith Rose made a motion to approve the above listed new hires and termination. Dee Strouth seconded the motion. Motion carried.

COMMENTS

Dee Strouth discussed a situation that took place in one of our centers concerning a Teacher informing a Policy Council member that they were not allowed to have contact with the Executive Director. Darrell Edwards stressed that communication in this agency is open. Anyone may contact the Executive Director or any of Kids Central staff members at anytime for any reason. No staff member is to tell anyone that they cannot speak with any member of Kids Central's staff.

NEXT MEETING

The next Policy Council meeting will be held May 13, 2009 at 11:00 a.m. at the Administration Office.

The next executive meeting will be held April 28, 2009 at 10:00 a.m. at the Administration Office.

With no further business or discussion, **Dee Strouth made a motion to adjourn. Kennith Rose seconded the motion. Motion carried.**

Meeting adjourned at 11:55 a.m.

Dee Strouth, Secretary

Sandra Harvey, Recording Secretary