

Kids Central Incorporated Policy Council Meeting February 11, 2009

The Policy Council of Kids Central Incorporated met on February 11, 2009 at the Kids Central Administration office. Bethany Renfro called the meeting to order at 11:00 a.m.

Present: Debbie Hill, Fred Luntsford, Jonah Gorman, Bethany Renfro, Thomas Williams, Adam Thompson, Kenneth Rose, Lisa Cantrell, Amanda Cooper, Deanna Dingus, Jessica Dingus, and Melissa Bateman

Staff present: Darrell Edwards, Mary Collins, Lisa Barton, Teresa Blair, and Sandra Harvey

AGENDA

The agenda was reviewed and **Fred Luntsford made a motion to approve the agenda as presented. Melissa Bateman seconded the motion. Motion carried.**

KinCare Program

Teresa Blair introduced Patty Bailey from Mountain Empire Older Citizens. Ms. Bailey gave a presentation of the KinCare Program and services they provide. She also answered questions from Policy Council members regarding the program and services.

MINUTES

The minutes of January's meeting were presented. With no corrections or additions, **Fred Luntsford made a motion to accept the minutes as written. Kenneth Rose seconded the motion. Motion carried.**

BOARD REPORT

Because the Board of Directors did not meet in January, there is no information to report.

DIRECTOR'S REPORT

Darrell Edwards stated that his Director's report would consist of information covering the Review and he would discuss that under new business.

STAFF REPORTS

Finance: Lisa Barton gave copies of the financial statements to the Policy Council. She states that we eight (8) months into our fiscal year and have spent approximately 56% of our Head Start funds and 60% of our Early Head Start funds. We have received approximately 69% of our required in-kind for the year. Our school year will be extended due to the days missed because of snow.

Lisa wanted to note that included in the financial statements are credit card statements from Wal-Mart and Lowes. The Head Start Act requires us to report information regarding any credit cards the agency has. We only have Wal-Mart and Lowes.

Education: Kim Austin was not present at the meeting but did give a written report which was given to the members.

Transportation/Enrollment: Chris Austin was not present at the meeting to give a Transportation report. The end of the month enrollment report was given to the Policy Council members.

Nutrition: Mary Collins gave hand-outs and menus for February.

TREASURER REPORT FOR POLICY COUNCIL

Amanda Cooper reported that the beginning balance in the Policy Council account was \$971.47. One check was written in January in the amount of \$212.10, leaving an ending balance of \$759.37.

OLD BUSINESS

Policy Council Store:

Bethany Renfro spoke to the Policy Council regarding the operation of the Policy Council store. Surveys have been given to all members and have been sent to the classrooms to be sent home to the parents. The survey asks parents what time would be best for them to be able to shop at the store, which days of the week would be best to have the store open, and it has a place for the parents to write their name and telephone number if they are interested in volunteering in the store.

NEW BUSINESS

Review:

Darrell Edwards stated that the review will be held February 22 – 27. On February 23, we will give a presentation on our agency. February 24 will include individual meetings with the Board of Directors, Policy Council Representatives and parents.

Grant Application:

Lisa Barton reported that a budget workshop meeting was held on February 3rd. Turnout was small but the meeting was productive. Head Start has had flat funding for the past three years and because of this, we have had to eliminate non-essential items from our budget for the upcoming year.

Minimum wage will increase to \$7.25 in July, and because of this increase, we have had to make adjustments to our pay scale. Grade 1, which currently starts at \$6.55, will be changed to \$7.25, Grade 2, which currently starts at \$7.21, will be changed to \$7.50, and the rest of the staff will increase 2%. A loan payoff in May 2008 will help make this pay change possible.

The grant application is due by March 1. **Fred Luntsford made a motion to approve the grant application and to submit it to the Regional Office. Melissa Bateman seconded the motion. Motion carried.**

New Hires:

In Chris Austin's absence, Lisa Barton reported the following new hires and transfers:

- Pamela Ritchie – transferred from a Substitute to an Early Head Start Caregiver at Esserville
- Bridget Helton – transferred from a Classroom Assistant at Esserville to a Classroom Assistant at Dogwood
- Lola Sturgill – hired as a Lead Caregiver at Appalachia Early Head Start
- Ashley Keesee – hired as a Classroom Assistant at Monte Vista

Melissa Bateman made a motion to approve the above listed new hires and transfers. Kenneth Rose seconded the motion. Motion carried.

COMMENTS

Darrell Edwards reported that we have received several calls asking about the year-end blowout for the children. He states that the activity will be held and they are working on the details.

Bethany Renfro asked members to complete the survey for the parent store and to talk to other parents in the centers regarding volunteering.

NEXT MEETING

The next meeting of the Policy Council will be March 11, 2009 at 11:00 a.m. at the Administration Office.

The next executive meeting will be held February 24, 2009 at 11:00 a.m. at the Administration Office.

With no further business or discussion, **Fred Luntsford made a motion to adjourn. Kenneth Rose seconded the motion. Motion carried.**

Meeting adjourned at 12:00 p.m.

Dee Strouth, Secretary

Sandra Harvey, Recording Secretary