

# Kids Central Incorporated Policy Council Meeting April 13, 2011

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The Policy Council of Kids Central Incorporated met on April 13, 2011 at the Esserville Center in Norton. Dee Strouth, Chairperson, called the meeting to order at 11:00 a.m.

Appalachia II parents voted to have Cassandra Cline represent their center on the Policy Council. Dee Strouth welcomed Cassandra to the meeting and asked the Policy Council for a motion to seat Cassandra Cline on the Policy Council as a representative of the Appalachia II Center. **Thomas Williams made a motion to seat Cassandra Cline as the Policy Council Representative for Appalachia II. Mike Standifur seconded the motion. Motion carried.**

Sue Coleman, Secretary called the roll.

Present: Sue Coleman, Dee Strouth, Deanna Dingus, Thomas Williams, Jennie Thacker, Charlotte Owens, Melinda Huffman, Christina Edwards, Dellia King, Tabitha Harvey, Michael Standifur, April Harvey, Jennifer Perrigan, Patricia Neece, Cassandra Cline, Edward Hutchinson, Melissa Baker, and Melissa Turner

Staff present: Darrell Edwards, Kim Austin, Lisa Barton, Paula Bates, and Sandra Harvey

## **AGENDA**

The agenda for today's meeting was presented for approval. **Melinda Huffman made a motion to approve the agenda for today's meeting. April Harvey seconded the motion. Motion carried.**

## **MINUTES**

The minutes of the previous meeting (March 9, 2011) were presented. **Deanna Dingus made a motion to approve the minutes of the previous meeting. Melinda Huffman seconded the motion. Motion carried.** The minutes from the Executive Committee meeting were not presented and Dee Strouth, Chairperson, stated that all items discussed at the meeting would be addressed in today's business and voted on individually.

## **DIRECTORS REPORT**

Darrell Edwards reported that the proposed federal budget included an approximate 25% cut for Head Start. However, Head Start did not receive any funding cuts for this year with the latest vote in Congress. There are a lot of public service agencies that received major cuts to their programs. We were very lucky this time around.

## **STAFF REPORTS**

- **Finance:** Lisa Barton told the Policy Council that we were very thankful that Head Start was spared funding cuts. We have been very pro-active with our budget, knowing the ARRA

funds we received last year would probably not be given again this year and we incorporated that in our proposed 2011 – 2012 budget.

We are in good financial shape. There are two months left in this fiscal year, and we have spent 74% of our Head Start funds, 70% of our Early Head Start funds, and 65% of our ARRA funds (ARRA funds end September 30<sup>th</sup>). Our expenses are right where they should be for this time of year. At this time, the rise in gasoline prices is not a major concern due to the fact that we do not pay taxes. However, if it continues to rise, we may have to make adjustments.

- Education/Enrollment: Kim Austin reports that our attendance for March was 77%, even though we had snow days and lots of sickness. We are fully enrolled. One of the big cuts the federal government made will affect the TANIF program. TANIF is one of our eligibility criteria for enrollment. We will need to see how this will affect our program.
- Our end of the year bash will be held May 13<sup>th</sup> at Bullitt Park in Big Stone Gap.
- Transportation: Darrell reported about the recent bus accident in Clintwood. There were three (3) children on the bus but no one was injured. The bus run was accompanied by our Monitor and all children were in their restraints. The bus sustained approximately \$7,800 in damages.
- Nutrition: Mary Collins was substituting for a Cook today and was not able to give her nutrition report, however, members received menus and handouts for April. Darrell told the Policy Council that Mary will need to form a committee that will include members of the Policy Council and our contracted Dietician to develop menus for the upcoming school year.
- Family Involvement: Lindsey Sturgill was attending Family Days and could not attend the Policy Council meeting to give her report, however, she did give Darrell some information to share.

Family Days have been fantastic. We have had great participation. The family picture nights were a great success. Earl did a terrific job with working with the families. Each family received a CD that contained all the photo shots for them to keep. They can print any print they want with as many copies as they want.

The year-end bash will be at Bullitt Park in Big Stone Gap on May 13<sup>th</sup>. The Policy Council store will be set up and this will be the last opportunity to spend KCI bucks. Scheduled to make an appearance at the bash is Clifford the Big Red Dog, Smokey the Bear, Sparky the Dog, and of course, Kasey. There will also be a train the children can ride, a petting zoo, sand art projects, bounce houses, and numerous games. Lunch will be pizza, and each center will receive a box with all the necessary supplies for their lunch, including food and drinks. We are expecting over 1,000 to attend. We could use volunteers to help with the game stations, as well as the other stations.

Family Days will end this month. Due to the great success we had last time, we are planning another family movie night at the drive-in on May 10<sup>th</sup>. More information will be sent out at a later time.

## **FINANCE REPORT FOR POLICY COUNCIL**

Deanna Dingus reported that everyone needs to turn mileage and babysitting forms in no later than the next Policy Council meeting (May 11<sup>th</sup>). Payments cannot be made after May 31<sup>st</sup>. As of today, the balance in the Policy Council account is \$1,025.

## **OLD BUSINESS**

- Virginia Head Start Conference. The Virginia Head Start Conference was held April 5-7. This is the first time the conference was held in our area, and it was the second most attended meeting in the conference's history. The comments received have been great. Our Board of Directors Chairperson, Teresa Adkins, conducted a presentation; Kim Austin gave two (2) presentations; and our Family Service staff (Lisa Bentley, Teresa Blair, Laura Mullins, and Lindsey Sturgill) conducted a presentation that was scheduled for two different time slots due to the number of people wanting to attend.

Policy Council member Melinda Huffman stated that the seminars were very well presented and the presenters were very knowledgeable. Everyone there was very friendly. Sue Coleman stated that she learned a lot about tones of voice and facial expressions. She stated that the workshops she attended were great. Shirley Rogers also attended the conference representing our Board of Directors.

Darrell gave his thanks to the Board of Directors and the Policy Council for allowing us the time to attend this conference, as well as for all the help that was given. Kids Central supports the Virginia Head Start Association and it is our belief that we get as much or more from the partnership than we put into it.

## **NEW BUSINESS**

There was no new business to present at today's meeting.

## **COMMENTS**

- Norton Kindergarten registration will be held Thursday night. We have twenty-six (26) Head Start children attending Norton Elementary next year.
- Deanna Dingus reported that Haysi and Clinchco won the Family Days attendance contest. Lindsey stated that the winner is the center that has 100% attendance or has the most attendance at each Family Day. The winning center will receive a pizza party and the staff will receive a day off. Administration staff will work the center that day.
- Dee Strouth informed the Policy Council that the information discussed and given at the meetings is to be taken to the centers and reported to the other parents. This can be done at Family Days. The information needs to come from the Policy Council Representative because this is a responsibility of the job. Also, Representatives need to bring information from the center to the Policy Council meetings. Lindsey stated that if the Representative is not available to give the report, she could report to the parents on that day.

- Dee also reported that we need to get more participation at the Policy Council meetings. During May's meeting, we will have door prizes. Every Policy Council member who attends will receive a ticket and a chance to win one of five door prizes.

- Darrell reported that a memorial plaque will be made for Nita Bond, as well as an article placed in the newspaper regarding her employment with Kids Central, and all her contributions to our program. She was employed with us until she retired at 98 years old. **April Harvey made a motion to purchase the memorial plaque and write and place the article in the newspaper. Mike Standifur seconded the motion. Motion carried.**

### **NEXT MEETING**

The next Policy Council meeting will be May 11, 2011 at 11:00 a.m. at the Kids Central Administration Office.

The next Executive meeting will be held on April 26, 2011 at 10:00 a.m. at the Kids Central Administration Office.

With no further business or discussion, Dee Strouth adjourned the meeting at 12:00 p.m.

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Sue Coleman, Secretary

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Sandra Harvey, Recording Secretary