

# **Kids Central Incorporated Policy Council Meeting January 26, 2011**

The Policy Council of Kids Central Incorporated met on January 25, 2011, at Kids Central's Administration office. Due to the lack of a quorum, today's meeting will be an Executive Committee meeting.

In the absence of the Chairperson and Vice-Chairperson, Darrell Edwards, Executive Director, chaired the meeting.

Present: Deanna Dingus, April Harvey, Tishia Adams, Sue Coleman, Tabitha Harvey, Dellia King, and Edward Hutchinson

Staff present: Darrell Edwards, Kim Austin, Lindsey Sturgill, Terry Gentry, Mary Collins, and Sandra Harvey

## **AGENDA**

Due to the lack of members present for a quorum today, an agenda will not be provided.

## **MINUTES**

The minutes of the two previous meetings (November 2010 and December 2010) will be tabled until the next meeting.

## **DIRECTOR'S REPORT**

Darrell Edwards, Executive Director, reported that Kids Central is in great shape. We are probably in the best shape we have been in during the last seven (7) years. We have never seen as much parent involvement as we have in our centers now.

## **STAFF REPORTS**

Finance Report: In Lisa Barton's absence, Darrell Edwards reported that our spending is where it should be for this time of year. We have received one new bus this month. We still have not heard anything from the Regional Office regarding our request to purchase six (6) more buses.

Education/Enrollment Report: Kim Austin deferred her report until new business.

Nutrition Report: Mary Collins gave members January's menus along with handouts. She reported that we served over 400 extra Thanksgiving dinners to parents and guests.

Family Involvement Report: Lindsey Sturgill, Family Involvement Specialist, reported that the weather and missed days of school has caused a lot of the centers to miss their family days. She hopes that everyone can get back on track in February. Clinchco had 26 family members for their family day and Haysi had 28.

Darrell added that this has also been the best year for completion of our parent surveys. We have received over 100 surveys from our parents and many included lots of great comments regarding our program and services.

## **NEW BUSINESS**

**Proposed Change to the Education Assistance Policy:** Changes to the new policy include assistance paid up front instead of on a reimbursement basis; employees must work two years after receiving the funds or may be required to reimburse Kids Central the funds. The Head Start Act now requires Head Start agencies to have a statement in their policy regarding reimbursement of educational funds. **Sue Coleman made a motion to accept the proposed Education Assistance Policy. April Harvey seconded the motion. Motion carried.**

- **Budget Meeting Workshop:** Kim Austin announced that the budget workshop will be held February 1<sup>st</sup> at 11:00 at Kids Central's Administration Office.
- **Discussion of Conversion from Head Start to Early Head Start.** Kim Austin gave some information regarding enrollment stats from our St. Paul and Nora centers. Last year, we received an Early Head Start expansion grant to fund two (2) Early Head Start Home Visitors and one (1) Early Head Start classroom. We are sure that these funds will not be given in the future, so we had to ask what services are needed the most. A Community Assessment was conducted to answer that question.

St. Paul has been a problem area since October 2007. We have not had more than ten (10) children enrolled at St. Paul in three (3) years. This is not due to lack of recruiting for our program. Our staff has recruited the St. Paul area very hard in the last couple of years. The 2010 Census results showed 65 children under the age of five (5) in the St. Paul area. We want to serve the children in this area and can continue to do so by transporting the children to Coeburn II. It is twelve (12) miles from St. Paul to the Coeburn II center and they will be able to accommodate these children.

Nora has had enrollment issues as well. If that center is closed, children in that service area could be transported to the Clinchco center, or enroll in the home base option, ensuring that all children that need our service are still receiving it.

This action will drop our Head Start enrollment to 320 and our Early Head Start enrollment will remain at 76. We feel that this is our best option for the agency. We do not want to be put in the situation where we cannot meet our enrollment requirements. This option will help us ensure we can meet our enrollment requirements.

**April Harvey made a motion to accept the recommendation from staff to close Nora and St. Paul centers at the end of the current school year to better serve the children in our program. Deanna Dingus seconded the motion. Motion carried.**

- **Personnel Actions.** Kim reported that this information will be tabled until next month's meeting.

## **COMMENTS**

There were no comments at today's meeting.

## **NEXT MEETING**

The next Policy Council meeting will be held February 9, 2011, at 11:00 a.m. at Kids Central's Administration Office.

The Budget Workshop will be held February 1, 2011, at 11:00 a.m. at Kids Central's Administration Office.

With no further business or discussion, Darrell Edwards adjourned the meeting at 11:35 am.

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Laura Gollaway, Secretary

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Sandra Harvey, Recording Secretary