

Kids Central Incorporated Policy Council Meeting May 11, 2011

The Policy Council of Kids Central Incorporated met on May 11, 2011 at the Esserville Center in Norton. Dee Strouth, Chairperson, called the meeting to order at 11:04 a.m.

Dee welcomed everyone to the meeting and thanked those in attendance for their dedication. She asked that members refrain from using their cell phone during the meetings and requested they be turned off.

Sue Coleman, Secretary called the roll.

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

Staff present: Darrell Edwards, Kim Austin, Lisa Barton, Lindsey Sturgill, Mary Collins, and Sandra Harvey

AGENDA

The agenda for today's meeting was presented for approval. A change was made to correct the date of the next meeting. The next Policy Council meeting will be a joint meeting with the Board of Directors and will be held on June 14, 2011. **April Harvey made a motion to approve the agenda for today's meeting. Christina Edwards seconded the motion. Motion carried.**

MINUTES

The minutes from the Executive Committee meeting held on March 29, 2011 were presented. **Melinda Huffman made a motion to approve the minutes of the March 29th Executive Committee meeting. Mike Standifur seconded the motion. Motion carried.**

The minutes from the Executive Committee meeting held on April 26th were presented. **April Harvey made a motion to approve the minutes of the April 26th Executive Committee meeting. Melinda Huffman seconded the motion. Motion carried.**

The minutes of the previous meeting (April 13, 2011) were presented. **Melinda Huffman made a motion to approve the minutes of the previous meeting. April Harvey seconded the motion. Motion carried.**

DIRECTORS REPORT

Darrell welcomed everyone to the meeting. He reported that our year-end blast preparations are coming along great. Everything is ready and we anticipate a large crowd with plenty of activities for the children and families.

STAFF REPORTS

- **Finance:** Lisa Barton deferred the finance report until she discusses old/new business.
- **Education/Enrollment:** Kim Austin reported that we are showing 359 children enrolled in Head Start, and over enrolled in Early Head Start by one child. However, this child is a Head Start child who has a severe disability and is being served by an Early Head Start Home Visitor.
- **Transportation:** Darrell Edwards reported that we are very hopeful that we will be able to purchase buses this summer. Buses and cars have been scheduled to used for transportation to the year-end bash in Big Stone Gap. As of now, we have 1,292 scheduled for attendance.
- **Nutrition:** Mary Collins gave members menus for May, along with handouts on nutrition and summer recipes.
- **Family Involvement:** Lindsey Sturgill reported that family days still has great parent involvement. A family movie night was held again this year at the Central Drive-In with 526 people and 130 cars in attendance.

The year-end bash is Friday May 13th. We hope the weather is good for the day. AmeriCorps volunteers will be helping with games and clean up. We still need volunteers to help with the set up and clean up. Food will be distributed by centers. Everything the center will need (plates, napkins, trash bags, juice, snacks, etc.) will be in a box. Someone will pick up the box along with the pizza and drinks for the centers and go to the designated area to eat. Families that want to eat in other areas can do so.

FINANCE REPORT FOR POLICY COUNCIL

Deanna Dingus reported that the balance in the Policy Council account as of today was \$700.00. Many items were purchased for the PC store. There will be many items at the PC store during the year-end bash. Just remember that KCI bucks expire May 31st and this will be the last time the PC store will be open this year.

Members are reminded that today is the day to turn in all mileage and babysitting forms for payment.

OLD BUSINESS

- **Update on ARRA Funds.** Lisa Barton reported that we received notice that we are going to continue to receive ARRA funds for at least six (6) more months (current ARRA funds end September 30th). However, the Regional Office wants an application for ARRA funds to include one year ending September 30, 2012.

NEW BUSINESS

- **Grant Refunding Application and Post Award Request.** Lisa Barton reported that when we initially submitted our refunding application, we stated we were going to convert 40 Head Start slots to continue the 32 ARRA Early Head Start slots. We had expanded Early Head Start with the ARRA funds we received last year, and we submitted our refunding application as if we would not receive these funds this year. The Regional Office asked us to submit an application

as if we were serving 360 Head Start children, then submit a post award request to convert the 40 Head Start slots to 24 Early Head Start slots. We anticipate hiring two new Early Head Start Home Visitors and purchasing two new vehicles with start up funds. **April Harvey made a motion to amend the original grant refunding application to show 360 Head Start children instead of 320. Liz Merritt seconded the motion. Motion carried.**

April Harvey made a motion to submit a post award application converting 40 Head Start slots to 24 Early Head Start slots. Cassandra Cline seconded the motion. Motion carried.

During her financial report, Lisa presented members with a copy of the financial statements for the month ending April 30th. She is beginning the process of closing the year out, we only have twenty-one (21) more days in this fiscal year.

- Program Calendars for 2011 – 2012. Kim Austin presented full-year and part-year calendars for the 2011 – 2012 school year. Part-year children will attend 145 days and full-year children will attend 226 days. **April Harvey made a motion to approve the 2011 – 2012 program calendars for full-year and part-year programs. Christina Edwards seconded the motion. Motion carried.**

- Personnel Actions. Kim Austin presented the Policy Council with the following personnel actions:

- Angela Blanton – Hired as an Assistant/Cook/Housekeeper at Esserville
- Seth Blackburn – Terminated

Melinda Huffman made a motion to approve the above personnel actions. April Harvey seconded the motion. Motion carried.

COMMENTS

Thomas Williams spoke briefly to the Policy Council members explaining that this was his last year as a member due to member term limits set at a maximum of three (3) in a lifetime as stated in the Head Start regulations. However, Thomas has been sponsored by a current Board member is nominated for a position on our Board of Directors. He thanked parents and grandparents for their involvement in their children's education. He has gotten to meet a lot of new people, some of which he has remained friends with. He feels that children deserve and need people on this Policy Council who care deeply for children and who will look out for their best interests.

Dee Strouth also thanked everyone serving on the Policy Council. This too will be her last year due to member term limits and she has also been sponsored by a current Board member and is nominated for a position on our Board of Directors. She stressed that the Policy Council is a very important part of Kids Central.

Deanna Dingus stated she was glad to be able to serve as a member of the Policy Council.

Darrell drew names for the five (5) door prizes. Winners were Sue Coleman; Deanna Dingus; Jeannie Thacker; Ed Hutchinson; Patrick Thacker

NEXT MEETING

The next Policy Council meeting will a joint meeting with the Board of Directors and will be held on June 14, 2011 at 11:00 a.m. at the Kids Central Administration Office.

An Executive Committee meeting will not be held in May.

With no further business or discussion, Dee Strouth adjourned the meeting at 11:50 a.m.

Sue Coleman, Secretary

Sandra Harvey, Recording Secretary