

Kids Central Incorporated Policy Council Meeting February 8, 2012

The Policy Council of Kids Central Incorporated met on February 8, 2012 at Kids Central's Administration office. Willie Wood, Vice-Chairperson, called the meeting to order at 11:00 a.m.

Policy Council Secretary, Tabitha Harvey, called the roll.

Present: Rebecca Davis, Gabriel Shupe, Cassandra Cline, Mike Standifur, Carolyn Mullins, Samantha Bowens, Stephanie Monge, Laura Lane, Victoria Allen, Patricia Brock, Willie Wood, Bonita Star, Missy Sisson, Tabitha Harvey, and Edward Hutchinson

Staff present: Darrell Edwards, Lindsey Sturgill, Terry Gentry, Lisa Bentley, Tammy Mullins, Mary Collins, Paula Bates, Christy Fleming, and Sandra Harvey

Minutes

Tabitha Harvey presented the minutes from the last meeting (January 11, 2012). With no changes or corrections, **Mike Standifur made a motion to approve the minutes. Cassandra Cline seconded the motion. Motion carried.**

Staff Reports

- Finance Report. Christy Fleming presented the Policy Council members with a copy of the financial statements. She reports that she drew down \$279,000, of which \$151,000 was operating expenses, and \$127,000 was payroll. We have currently spent 60% of our total grant.
- Enrollment and Attendance. Lisa Bentley reported that February's attendance was 77.51%. We are fully enrolled and continue to have a waiting list.
- Education. Tammy Mullins reported that our centers are doing great. The week of February 20th, Teachers will be making home visits.
- Disabilities. Terry Gentry reported that we are currently serving forty-nine (49) disabilities children
- Nutrition. Mary Collins gave copies of the monthly Nutrition Nuggets handout for February. She asked that the Policy Council give her suggestions if they have some regarding food, and they can contact her anytime if they have questions.
- Family Involvement. Lindsey Sturgill reported that ten of our centers had family day attendance of at least 50%. There will be one more family day held in March for this year. We will not have family day in April due to the year-end blast.

The year-end blast will be held at Bullitt Park in Big Stone Gap. Last year we had over 1,500 people attend. We would like to have more community booths this year, and Lindsey is open to suggestions regarding activities for the children.

Kasey's Academy will be taking their final trip of the year to the Knoxville Zoo on April 13th. Information will sent home to the parents at a later date.

Lindsey is in the process of making arrangements for another family movie night. As soon as she has a definite date, she will send the information to the parents.

Policy Council Financial Report

Mike Standifur reported that six checks were written in January in the amount of \$518.63 and the balance in the Policy Council account is \$936.38. He presented members a copy of the financial statement.

Old Business

No old business to discuss at today's meeting.

New Business

- Personnel Actions. The following personnel actions are presented to the Policy Council:

-Crystal Swiney New Hire – Bus Monitor at Nita Bond and Coeburn II
-Natalie Jones Transfer to Classroom Teacher from EHS Home Visitor
-Emily McMorrow New Hire - Full-year Substitute
-Heather Orange Promote from Bus Monitor to part-year Substitute
-Natasha Phillips New Hire – Bus Monitor at Appalachia 2 and Monte Vista
-Brittany Hamilton New Hire – EHS Home Visitor
-Teresa Elkins Termination of employment
-Misty Hill Promote from Classroom Teacher to Education Supervisor
-Thomas McConnell Termination of employment

Bonita Stair made a motion to approve the above listed personnel actions. Cassandra Cline seconded the motion. Motion carried.

- Budget Planning Workshop. Christy Fleming, Kids Central Comptroller, presented a budget workshop for the Policy Council. Christy presented a prepared budget showing the changes being made to our previous year's budget and explained the line items of the proposed budget in some detail. Christy reported that our funding for the 2012-2013 fiscal year will be \$3,571,732. This amount includes the \$111,000 that was given as ARRA funds last year that has now been incorporated into our regular funds.

Christy stated that the salaries line item of the budget has increased due to new hires and positions being added due to the new management system. Food prices are increasing, however, there has not been an increase in our USDA reimbursement rates. Gas prices are on the rise, and the only offset from the gas prices we have is that we are allowed to recoup the money spent on fuel tax.

Christy reported that our enrollment has changed. This year we lost forty (40) Head Start slots but added fifty-six (56) Early Head Start slots. These numbers will remain the same for the upcoming budget.

After a question and answer session, Christy requested that the budget be accepted and approved for submission to our Regional Office by the deadline date of March 1, 2012.

Mike Standifur made a motion to approve the 2012-2013 budget and grant application and the submission of the grant application to the Regional Office. Missy Sisson seconded the motion. Motion carried.

The next meeting of the Policy Council will be on Wednesday, March 14, 2012 at 11:00 a.m. at Kids Central's Administration Office.

An executive committee meeting will be held on February 28, 2012 at 10:00 a.m. at Kids Central's Administration Office.

With no further business, the meeting adjourned at 11:40 a.m.

Tabitha Harvey, Policy Council Secretary

Sandra Harvey, Recording Secretary