

# Kids Central Incorporated Policy Council Meeting May 13, 2009

The Policy Council of Kids Central Incorporated met on May 13, 2009 at the Kids Central Administration office. Bethany Renfro called the meeting to order at 11:00 a.m.

Present: Fred Luntsford, Jonah Gorman, Bethany Renfro, Adam Thompson, Kenneth Rose, Dee Strouth, Lisa Cantrell, Deanna Dingus, Jessica Dingus, Colleen Cantrell, Melissa Bateman, and Ed Hutchinson

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

## **AGENDA**

The agenda was reviewed and **Kennith Rose made a motion to approve the agenda as presented. Dee Strouth seconded the motion. Motion carried.**

## **MINUTES**

The minutes of April's meeting were presented. A correction will be made to add Dee Strouth to the "Present" section. **Kennith Rose made a motion to accept the minutes with the above correction. Melissa Bateman seconded the motion. Motion carried.**

## **BOARD REPORT**

Fred Luntsford, Policy Council Representative to the Board of Directors, did not have a report to give to the members.

## **DIRECTOR'S REPORT**

Darrell Edwards discussed the end of the year blowout. He stated that the weather may play a factor but hopefully any rain will wait until the afternoon so the children may get to participate in all the activities. We are ready. The activities are set up and ready. We are expecting over 800 people and we have ordered food for 1,000 people. We hope everyone will come and have a good time.

The policy council store will be set up in the building. Everyone is encouraged to bring their KCI bucks as this will be the last time to use them before they expire.

Next year, the policy council store will be set up on a bus and will travel to the centers to give all parents a chance to use their KCI bucks.

## **STAFF REPORTS**

Finance: Lisa Barton gave copies of the financial statements to the Policy Council. She states that we are in our last month of the fiscal year and have approximately \$265,000 left. We also have two full payrolls to pay through the end of May.

We have met our in-kind requirement for the fiscal year.

Education: Kim Austin would not give an education report because the items she needs to discuss fall under old and new business.

Transportation/Enrollment: Chris Austin gave the Policy Council members the enrollment report for April. Our attendance for April was approximately 80%. He also stated that all of our buses will be used during the field trip to the end of the year blowout. We do need new buses, most of our fleet are old and have a lot of miles of them.

Nutrition: Mary Collins was not present at the meeting so a nutrition report was not given. She did have menus and handouts to give to the members.

### **TREASURER REPORT FOR POLICY COUNCIL**

Due to the Policy Council Treasurer's absence, the Treasurer's report was not given. Lisa Barton stated that the balance is approximately \$1100.

### **OLD BUSINESS**

Blended Services Agreement: Kim Austin stated that we have entered into a blended services agreement with Wise County Schools. This agreement was approved at the last Board of Directors meeting and by the Wise County School Board in April. Eight of our 360 Head Start children will attend class at Powell Valley Primary School in a blended setting with Pre-K children. We will provide all of our services, other than education, to these eight children. Darrell stated that we have been trying to get this partnership for five years. This is a good step towards expanding blended services with Wise County Schools. **Kennith Rose made a motion to approve the Blended Services Agreement between Kids Central and Wise County Schools. Dee Strouth seconded the motion. Motion carried.**

### **NEW BUSINESS**

2009 – 2010 Program Calendars: Kim Austin stated that two sets of calendars for the 2009 – 2010 school year were given to the Policy Council members. One set shows our schedule with our current budget, and a second set show our schedule if we receive the Quality Improvement funds. She stated that if we did not receive the Quality Improvement funds, we would use the initial set of calendars which will bring staff back on August 17, 2009. **Kennith Rose made a motion to approve the calendar showing staff returning on August 10, 2009, if we receive Quality Improvement funds, and to approve the calendar showing staff returning on August 17, 2009 if we do not receive Quality Improvement funds. Dee Strouth seconded the motion. Motion carried.**

Program Review Outcome: Darrell Edwards told the Policy Council that our review went very well. The only non-compliance issue that was found was that he had not had a performance evaluation review in three years. He thanked the members of the Policy Council who took the time to meet with the review team and talk with them.

COLA and Quality Improvement Funds: Darrell stated that our grant applications for the COLA funds and the Quality Improvement funds were conditionally approved by the Executive Committee of the Policy Council. Lisa Barton gave members a handout that showed the breakdown of the funds and their use. She states that the COLA funds are broke down into two

categories, a 3.06% permanent funds and 1.84% stimulus funds. The funds will be used for staff pay increases, increase in fringe benefits, supplies and training. Quality Improvement funds must be used between June 1, 2009 and September 30, 2010 and will be used to bring education staff back one week early for training, to bring Home Visitors back three weeks early for two years, HATCH computers for the classrooms, harnesses for the seats on the buses for children, and training for staff (includes tuition for college classes). **Dee Strouth made a motion to ratify the approval made by the Executive Committee of the COLA and Quality Improvement grant applications. Jonah Gorman seconded the motion. Motion carried.**

One Time Funds: Darrell Edwards informed the Policy Council that we will have the opportunity to apply for one time funds. With these funds, we would like to ask for ten (10) new buses, four (4) new agency cars, and supplies needed for the centers. More information will be given when it becomes available for the grant application.

Expansion Funds: Darrell Edwards stated that we were not going to pursue the expansion funds in our service area because we currently have a Head Start and Early Head Start program and these funds are only good for two years. It would be difficult to expand and after two years, not have the funds to continue services. However, Kim Addison reported that Lee County has recently been in contact with us regarding Kids Central applying for Early Head Start in Lee County. This would consist of two (2) Home Visitors for twenty-four (24) children. Lee County is not interested in starting an Early Head Start program, however, they are supportive of Kids Central serving these children. Darrell asked approval from the Policy Council to pursue the option of starting an Early Head Start program to serve Lee County. **Dee Strouth made a motion to approve Kids Central pursuing the option of applying for an Early Head Start program in Lee County. Jonah Gorman seconded the motion. Motion carried.**

New Hires: Chris Austin reported the following new hires and transfer:

- Vickie Stapleton – Transfer from Classroom Assistant at Esserville to Assistant/Cook/Housekeeper at Appalachia
- Christina Barton – Classroom Assistant at Esserville
- Carol Huffman – On Call Substitute
- Brianne Clemons – Caregiver at Appalachia EHS
- Amber Mullins – Full Year Substitute

**Kennith Rose made a motion to approve the above listed new hires and termination. Melissa Bateman seconded the motion. Motion carried.**

### COMMENTS

Kennith Rose stated the importance of the Policy Council continuing to meet during the summer months even though school is out for the summer. The Policy Council term goes through September.

### NEXT MEETING

The next Policy Council meeting will be held June 10, 2009 at 11:00 a.m. at the Administration Office.

The next executive meeting will be held May 26, 2009 at 10:00 a.m. at the Administration Office.

With no further business or discussion, **Kennith Rose made a motion to adjourn. Dee Strouth seconded the motion. Motion carried.**

Meeting adjourned at 11:41 a.m.

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Dee Strouth, Secretary

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Sandra Harvey, Recording Secretary