

Kids Central Incorporated

Policy Council Meeting

October 14, 2009

The Policy Council of Kids Central Incorporated met on October 14, 2009 at the Kids Central Administration office. Kenneth Rose, Vice-Chairperson, called the meeting to order at 11:00 a.m.

Darrell Edwards began the meeting by explaining that everyone present today needs to be seated as members of the Policy Council before any business can be conducted. He discussed the election process and explained that a person could only serve three (3) terms on the Policy Council, regardless of the when they served. He gave everyone a copy of the Policy Council job description and discussed it with them.

Dee Strouth took the roll.

Present: Kenneth Rose, Thomas Williams, Dee Strouth, Lisa Cantrell, Deanna Dingus, Alicia Mays, Margie Carter, April Harvey, Edward Hutchinson, Dellia King, Samantha Hamm, and Kayla Wallace

Staff present: Darrell Edwards, Kim Austin, Chris Austin, Mary Collins, Paula Bates, and Sandra Harvey

Seating of new Policy Council: Darrell Edwards read the Oath of the Policy Council members to those present. All the above listed members affirmed their oath (except Kenneth Rose whose term expired). The new members of the Policy Council are now seated.

Policy Council Officers: Darrell discussed the Officers' roles of the Policy Council (Chairperson, Vice-Chairperson, Treasurer, and Secretary). He also explained the Executive meetings and when they are scheduled. He then asked the Policy Council for nominations for the following:

- Secretary: Jennie Thacker was nominated. With no other nominees, the members unanimously voted Jennie as Secretary.
- Treasurer: Deanna Dingus was nominated. With no other nominees, the members unanimously voted Deanna as Treasurer.
- Vice-Chairperson: Thomas Williams was nominated. With no other nominees, the members unanimously voted Thomas as Vice-Chairperson.
- Chairperson: Dee Strouth and April Harvey were nominated. The votes were six (6) for Dee Strouth and two (2) for April Harvey. Dee Strouth was voted Chairperson.

Darrell read the Oath of the Policy Council Officers. The above listed members affirmed their oath.

At this time, Dee Strouth, Chairperson presided over the meeting. She asked that the new members complete the application forms and hand them in.

MINUTES

The minutes of the previous meeting (September) were presented. **Lisa Cantrell made a motion to accept the minutes. Deanna Dingus seconded the motion. Motion carried.**

BOARD REPORT

A Board Report was not given at today's meeting.

DIRECTOR'S REPORT

Darrell Edwards explained to the Policy Council was their role in the agency was and what type of items would be brought to the meetings for their input/acceptance. He stated that the summer months are important for business issues and that it is difficult to get members to attend the summer meetings because their children are not in school.

STAFF REPORTS

Finance: In Lisa Barton's absence, Paula Bates gave the members a copy of the financial statements.

Education: Kim Austin reported that Kasey's Academy is a program we began for four year olds. They will go on field trips and have more learning experiences. They are scheduled to go to the Knoxville Zoo on October 23rd.

Transportation/Enrollment: Chris Austin stated we have twenty-four (24) buses in our transportation fleet. All buses are equipped with a five-point harness for the children to wear. We only provide transportation to our part-year centers. Children enrolled in our full-year centers must be transported by the parents. This is because our full-year centers are for working parents, or parents who attend school, so the parents should be able to drop them off and pick them up.

Chris stated that we are required to have 360 Head Start and 44 Early Head Start children enrolled on a daily basis. This must be constantly maintained. Ten percent (10%) of our enrollment must be disability children. We can have up to ten percent (10%) of over-income children enrolled.

Nutrition: Mary Collins gave members copies of the menus and handouts for October.

FINANCE REPORT FOR POLICY COUNCIL

We did not have the financial information to give to the Policy Council at today's meeting.

OLD BUSINESS

There was no old business to discuss at this meeting.

NEW BUSINESS

New Hires: Chris Austin reported the following new hires:

- Tesha Stallard - Substitute
- Caraline Craft – Early Head Start Caregiver at Appalachia Early Head Start

Lisa Cantrell made a motion to approve the above listed new hires and transfer. Deanna Dingus seconded the motion. Motion carried.

COMMENTS

Kennith Rose discussed the winter festival. Parents need to find sponsors for their centers. All possible sponsor information must be turned in to Darrell Edwards prior to contact. If you do not register your sponsor, you will not receive the funds.

Dee Strouth stated that members may make a list and give to Darrell. People want to sponsor our children and as long as they are approached in the right way. If you receive a check, it must be made payable to Kids Central. All money (cash included) must be turned in to the office. The money will be properly documented and then given to the center.

Kim Austin added that parents should talk with civic clubs in the area first. They have programs that raise money for purposes such as this. She also stated that the Wise and Hawthorne centers do not need sponsors. They are sponsored every year by UVA's Wise Student VA Education Association.

NEXT MEETING

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

An executive meeting will be held on October 27, 2009 at 10:00 a.m. at the Administration Office.

With no further business or discussion, **Deanna Dingus made a motion to adjourn. Jennie Thacker seconded the motion. Motion carried.**

Meeting adjourned at 12:00 p.m.

Jennie Thacker, Secretary

Sandra Harvey, Recording Secretary