

Kids Central Incorporated Policy Council Meeting August 10, 2011

The Policy Council of Kids Central Incorporated met on August 10, 2011 at the Esserville Center in Norton. Thomas Williams, Vice Chairperson, called the meeting to order at 11:05 a.m.

Policy Council Secretary, Sue Coleman, called the roll.

Present: Thomas Williams, Michael Standifur, Cassandra Cline, Tabitha Harvey, Melissa Baker, Sue Coleman, Delia King, and Deanna Dingus

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

AGENDA

The agenda for today's meeting was presented.

MINUTES

The minutes of the previous meeting (June 14, 2011) were presented. **Mike Standifur made a motion to approve the minutes of the previous meeting. Melissa Baker seconded the motion. Motion carried.**

DIRECTORS REPORT

Darrell reported that Kaseyville will be ready when the children return. An in-service will be held on August 26th for Teacher to learn how Kaseyville will operate.

PRESENTATION OF NEW COMPTROLLER

Lisa Barton introduced Christy Fleming as her replacement in the Comptroller position. Lisa extended her appreciation to everyone for the fifteen (15) years she spent with Kids Central. Christy reported that she was excited to be here and she is trying to learn everything she can from Lisa before she leaves.

STAFF REPORTS

- **Finance:** Lisa Barton reported that our annual audit is almost complete. We had approximately \$5,900 left out of our budget at the end of the fiscal year.

RFPs for buses are due this Friday. We have received a \$50,000 grant and a \$50,000 loan from Rural Development to purchase three (3) buses. We hope to receive these buses within the next four months.

Early Head Start ARRA funds will end in September. As of today, we have not received any official word on our Early Head Start expansion application.

- Education/Enrollment: Kim Austin reported that only our full-year centers are operating during the summer. We have not received any official information on converting Head Start slots to Early Head Start. We have, however, had discussions with our Program Specialist and her supervisor and they have stated that it should be approved. The Early Head Start expansion grant will not begin until October 1st. We will need official notification prior to October 1st, so our enrollment figures will not be affected.

As of today, we have accepted 319 children. We are still working on accepting children on the computer. Clintwood 2 and Coeburn 2 need to have more children enrolled. Some of our centers have waiting lists. We have sent referral cards to everyone on TANF and Medicaid lists in the area. We have been receiving good responses from those cards.

- Transportation: Transportation was discussed by Lisa Barton regarding the buses while she was giving the financial report.

- Nutrition: Menus and Handouts were given to those in attendance. Some changes and additions have been made to this year's menus, which were presented at a meeting held with parents, Mary Collins, and our contracted Dietician. This year, we must serve only skim milk or 1% milk to the children

- Family Involvement: Lindsey Sturgill reported that she just returned to work last week and has been working on some activities for this year's family days. She stated that home base may be included in family days this year.

FINANCE REPORT FOR POLICY COUNCIL

Deanna Dingus reported that the balance in the Policy Council account as of today was \$2,100.

OLD BUSINESS

No old business was discussed at today's meeting.

NEW BUSINESS

- KCI Bucks. Paula Bates and Lindsey Sturgill have been discussing alternatives to KCI bucks and the the Policy Council store. The store involves a lot of staff time, and some people have not been receiving their KCI bucks from their Teachers. This year, it is being proposed to the Policy Council that there not be any KCI bucks and store. Instead, if someone attends a meeting, they get a voucher to pick a prize that will be something they can do as a family activity. This will be presented to the Policy Council during September's meeting as a formal presentation.

Lindsey reported that she is willing to change the times of family days if it is necessary to help parents attend.

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

- Christy Fleming – Comptroller
- Sabrina Powers – Classroom Assistant – Esserville

- Natalie Jones – Transferred from Classroom Assistant at Esserville to Early Head Start Home Visitor
- Jessica Lewis – Transferred from Substitute to Early Head Start Caregiver at Appalachia
- Christy Rose – Resigned from her position as Early Head Start Caregiver at Appalachia
- Tanya Isbell – Resigned from her position as Classroom Assistant at Hawthorne

Sue Coleman made a motion to approve the above personnel actions. Delia King seconded the motion. Motion carried.

COMMENTS

There were no comments at today's meeting.

NEXT MEETING

The next Policy Council meeting will be held on September 14, 2011 at 11:00 a.m. at the Kids Central Administration Office.

An Executive Committee meeting will be held September 27, 2011 at 10:00 a.m.

With no further business or discussion, Thomas Williams adjourned the meeting at 11:35 a.m.

Sue Coleman, Secretary

Sandra Harvey, Recording Secretary