

Kids Central Incorporated Policy Council Meeting February 9, 2011

The Policy Council of Kids Central Incorporated met on February 9, 2011 at the Kids Central Administration office. Dee Strouth, Chairperson, called the meeting to order at 11:00 a.m.

Present: Deanna Dingus, Mike Standiful, Liz Merritt, Jennie Thacker, Melinda Huffman, April Harvey, Tishia Adams, Patricia Neece, Melissa Turner, Sue Coleman, Melissa Baker, Jennifer Perrigan, Tabitha Harvey, Dellia King, Dee Strouth, Thomas Williams <Christina Edwards(amended during March 9, 2011 meeting)>

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

Dee Strouth announced that the Secretary of the Policy Council submitted her resignation letter. During the course of the initial nominations and voting for the Secretary position, the voting was close between Laura Gollaway and Sue Coleman with Laura having more votes. Because Laura has resigned, Dee feels like Sue should be given the position if she would like it. After discussing the position with Dee Strouth and Darrell Edwards, Sue Coleman agreed to accept the position. **April Harvey made a motion to accept Sue Coleman as the new Policy Council Secretary. Jenny Thacker seconded the motion. Motion carried.**

AGENDA

The agenda for today's meeting was presented for approval. **Melinda Huffman made a motion to approve the agenda for today's meeting. Jenny Thacker seconded the motion. Motion carried.**

MINUTES

The minutes of the previous meeting (January 25, 2011) were presented. Patricia Neece stated that she had concerns regarding the closure of the Nora center. She states that her child attends and she represents Nora. The classroom consists mainly of disability and low income children. She believes there should be another option than to close Nora. She is afraid that this change will be very difficult for the children and she feels Nora has enough enrollment to warrant the continuation of that center.

Darrell Edwards replied that there is total justification for closing Nora. The center has seven (7) children over income. Our program is designed to service children of low income families. However, in order to get attendance in that center, we had to allow seven children whose families are over the income limit. Transportation is also major concern in this area. Also, a Community Assessment was completed by The Weldon Cooper Center. This assessment shows that the need for the Nora center is not there.

A very important fact for the decision to close the Nora and St. Paul centers is because if we do not, chances are very good that we will not be able to sustain enrollment next year. We must be fully enrolled and these two centers have had constant enrollment problems. If we do not maintain our full enrollment, our funding will be cut and we will not get those slots back again. If this happens, no one in those areas will be able to receive any of our services. Kim Austin stated that this was a very hard decision, and it took a lot of time. It was not something that was taken lightly.

The children in these centers will not lose any services. They can be transported to another center in the area or in a homebase program if the parents choose.

Darrell stated that this was a personal decision for him because he and his family are from that area and he still has ties to that area. He stated that if it were not necessary, it would not happen. He stated that this is a pro-active approach because he sees that in the future, there will be much more emphasis in Early Head Start than Head Start.

With no further comments, **Melinda Huffman made a motion to accept the minutes. Jenny Thacker seconded the motion. Motion carried.**

DIRECTOR'S REPORT

Darrell Edwards reported that our website has had over 3,000 hits in a week. It is a huge success. Our program is growing and we are more respected now than ever. We soon hope to unveil our new age classifications we will be using. Infants – 2 yr olds will be “Kasey’s Joy”; 3 year olds will be “Kasey’s Pals”; and 4 year olds will be “Kasey’s Academy”. We will also be using this during our recruitment this year.

We know that recruitment is very important and there are still children and families that need our services despite all of our efforts in recruiting every area.

STAFF REPORTS

- **Finance:** Lisa gave everyone a copy of the financial statements for January. She reports that as of the end of January, we have spent 55% of our Head Start and Early Head Start funds, and 40% of our ARRA funds. She explains that Early Head Start is a more expensive program than Head Start. This is why it will take more Head Start slots to convert to Early Head Start. Our funding is determined by the number of our enrollment.

- **Education/Enrollment:** Kim Austin reports that as of today, we are fully enrolled. Some of our classrooms have as many as twenty (20) children enrolled. Teachers have completed their second home visit for the year. The weather has put everything behind. We hope the bad weather is over. Centers have field trips planned to the local post offices for Valentine’s Day and some are going to attend Disney on Ice in March.

- **Transportation:** Darrell reported that we are still in need of buses. We have still not received any information on our request from last August to obtain a loan to purchase six new buses. We have received one new bus that was ordered last fall.

- **Nutrition:** Mary Collins was not able to attend today’s meeting but everyone received copies of February’s menus and handouts.

- **Family Involvement:** Lindsey Sturgill reported that Family Days are going great. Kasey’s Academy has a great trip to Kiln Tyme. The attendance at Family Days is great and parents are giving ideas for activities. She is in the process of planning a family event, an event for Fathers (or male figures in the home) and children, a family picture night, and the year-end blast.

The year-end blast will be held at Bullitt Park in Big Stone Gap. She is still working with the park regarding the arrangements. Having the year-end blast in Big Stone Gap will mean fewer centers having to travel a long distance. Only six centers will have to travel from Dickenson County and Pound versus 13 centers that would have to travel from Wise County to Haysi. This will cut down on the problem with serving meals. We will also have a lot of resources available to us from the Big Stone Gap area. We are planning on having pizza for lunch because it is fast and will be easier to handle for the classrooms than a cooked meal. Last year we served over 900 meals.

We may have some Disney characters attend this year. We have found someone who is willing to let us borrow costumes.

FINANCE REPORT FOR POLICY COUNCIL

Deanna Dingus reported that the balance of the Policy Council account at the end of January was \$1022.00.

OLD BUSINESS

There was no old business to address at today's meeting.

NEW BUSINESS

- Refunding Application: Lisa reminded the Policy Council that the refunding application must be submitted to the Regional Office by March 1st. A Budget Workshop was held February 1st and the budget was discussed in detail. Any changes that were discussed have been implemented into the final version. The application must be approved prior to submitting to the Regional Office. **Sue Coleman made a motion to approve the Refunding Application as presented. Melinda Huffman seconded the motion. Motion carried.**

- Personnel Actions: Kim Austin reported that Kids Central has hired the following personnel pending Policy Council approval:

Jessica Lewis – Substitute

Christy Rose – Early Head Start Caregiver at Appalachia EHS

April Harvey made a motion to approve the above listed new hires. Jennie Thacker seconded the motion. Motion carried.

COMMENTS

The KCI store will be open during the next meeting and will only be open again during the year-end bash. It has been noted that some parents have not received their KCI bucks. This needs to be brought to the attention of the Teacher.

Dee Strouth asked members to turn in their forms for the potluck dinner to be held at the next meeting.

NEXT MEETING

The next Policy Council meeting will be March 9, 2011 at 11:00 a.m. at the Kids Central Administration Office.

The next Executive meeting will be held on February 22, 2010 at 10:00 a.m. at the Kids Central Administration Office.

With no further business or discussion, Dee Strouth adjourned the meeting at 11:55 a.m.

Sue Coleman, Secretary

Sandra Harvey, Recording Secretary