

Kids Central Incorporated Policy Council Meeting March 13, 2013

The Policy Council of Kids Central Incorporated met on March 13, 2013 at Kids Central's Administration office. Mike Standifur, Chairperson, called the meeting to order at 11:00 a.m.

Samantha Bowens, Secretary, called the roll.

Present: Cassandra Cline, Carolyn Mullins, Samantha Bowens, Tina Edwards, Vicki DeVaughn, Willie Wood, Lisa Meade, Gwen Chisenhall, Randy Chisenhall, Jessica Tompkins, Ariana Hamilton, and Mike Standifur

Staff present: Darrell Edwards, Christy Fleming, Tammy Mullins, Terry Gentry, Mary Rash (Intern), Lisa Bentley, Mary Collins, Stephanie Purvis, and Sandra Harvey

Others present: Thomas Williams, Board of Directors member

Minutes

The minutes of the previous meeting (February 2013) were presented. With no comments or corrections, **Carolyn Mullins made a motion to approve the minutes. Ariana Hamilton seconded the motion. Motion carried.**

Staff Reports

- Finance Report. Christy Fleming presented the financial statements for January 2013. She reports that we drew down \$351,000 of which \$159,000 was for accounts payables and \$192,000 was for payroll. In January, we were 67% into our fiscal year. As the financials show, some of our budget categories are over budget, however we still have some categories that are well below budget and Christy does not feel that we will have any problems meeting our budget. She will begin reviewing our financials in the hopes we have enough funds to make a \$50,000 match to a USDA grant in order to purchase a bus.

We had a representative from BB&T present to the Board of Directors regarding our worker's compensation. Mr. Williard states he does not believe he can find a company to insure our worker's compensation for less than we are currently paying unless he can present a package deal to the insurance companies. He would like to become our agent and propose a package deal that includes our property, liability and vehicle coverage along with our worker's compensation. We will have another agency present to the Board of Directors in April. This company has been working with us off and on for approximately one year without any charge. The insurance committee will meet and discuss our options and possibly meet with both of these agents before any decisions are made.

Our grant application has been received by the Regional Office. Due to sequestration budget cuts, Christy will need to revise the budget and re-submit it to the Regional Office.

- Enrollment and Attendance. Lisa Bentley reported that we are fully enrolled and we have an active waiting list. Our attendance for February was up from previous months (81.77%). We have begun recruiting for the upcoming school year.

- Education. Tammy Mullins reported that family surveys will be sent out to parents. This survey is being conducted by James Madison University. They are conducting the first ever Virginia Early Childhood Needs Assessment and they want parent's input on the needs of early childhood services in Virginia. We are encouraging each parent to complete the survey and let their needs be heard. This research will be shared with our governing officials of Virginia.

Due to additional days missed for snow, the children's last day of school is now May 7th.

- Disabilities. Terry Gentry reported that all IEPs and re-screenings have been completed. We have had great progress with our disabilities children this year.

- Nutrition. Mary Collins presented handouts to the Policy Council for the month of March and reported the following nutrition information for the month of February:

▪ Visits to Kaseyville	11 (3 lunches served in Kaseyville)
▪ Home Base Socials	2 (83 lunches and 148 adult lunches)
▪ Breakfast served in February	2,388
▪ A.M. Snack served in February	1,174
▪ Lunch served in February	3,887
▪ P.M. Snack served in February	3,754
▪ Adult lunches served in February	1,161
▪ Field Trips	51

- Family Involvement. Lindsey Sturgill reports that family days will end this month. The centers with the best attendance were the Nita Bond center and Haysi center. This is based on the most attendance during the year.

The year-end blast will be held April 26, 2013 at Bullitt Park from 10:00 a.m. – 2:00 p.m. Kasey's Academy will go to the Knoxville Zoo on April 5th, 2013. There are approximately 130 people going on this trip. Lindsey is working on a spring family movie night. Right now she is having some difficulty finding a G-rated movie to show. If details can be worked out, this will be held at the drive-in.

- Health. Stephanie Purvis reported she is conducting final health reviews. Weights and measurements were conducted last month. Hopefully all the viruses and illnesses are gone and we won't have to worry about children getting sick for the rest of the year.

Policy Council Financial Report

- Carolyn Mullins reported that in February \$53.53 was paid for travel reimbursements. March's travel reimbursements were \$284.82, leaving a balance of \$1501.57. **Willie Wood made a motion to accept the Policy Council financial report as presented. Ariana Hamilton seconded the motion. Motion carried.**

Old Business

- Virginia Head Start Conference. Darrell Edwards reported that two Policy Council members, Donna Mellon and Vickie DeVaughn have requested to attend, along with Policy Council Chairperson Mike Standifur and Vice-Chairperson Willie Wood. The trip will be April 8 – 11. Due to the conference, the Policy Council meeting for April will be moved back one week (April 3) and there will not be an executive meeting held at the end of March. Ms. Cassandra Cline, a member of the Policy Council, expressed interest in attending the conference. Mr. Edwards will make the necessary arrangements.

New Business

- Personnel Actions. Sandra Harvey presented the Policy Council with the following personnel actions:

- Brianna Bohnert Hired as a Classroom Teacher at Hawthorne

Carolyn Mullins made a motion to approve the above listed personnel action. Samantha Bowens seconded the motion. Motion carried.

Comments/Discussions.

Mike Standifur reported that a Policy Council social event will be held on July 20th at the Bear Pen Recreational Area in Clintwood beginning at 11:00 a.m. This area has sheds with tables and electricity, a horseshoe pit, swimming pool, walking track, playground, and it is located right on the river for anyone who would like to fish. Mike also stated that a nature walk has been planned for those interested. Hopefully this will become an annual event for the Policy Council. All members and their families are invited as well as Kids Central staff and their families.

The next meeting of the Policy Council will be held on Wednesday, April 3, 2013 at 11:00 a.m. at Kids Central's Administration office in Norton, VA.

An Executive Committee meeting will not be held this month.

With no further business, the meeting adjourned at 11:25 a.m.

Samantha Bowens, Policy Council Secretary

Sandra Harvey, Recording Secretary