

Kids Central Incorporated Policy Council October 12, 2016

The Policy Council of Kids Central Incorporated met Wednesday, October 12, 2016 at the Administrative Office. Steven Raleigh, chairman, called the meeting to order at 11:00 AM..

Council Members present: Steven Raleigh, Tabitha Vanover, Norman Calvert, Belinda Clem, Samantha Miller, Jody Meade, Renee Presley, Melissa Woods, Rhonda Short, Nicole Slemp, Michelle Sturgill, Ryan Clevinger, Candace Christian, Nikita Branham, Augusta Hughes, Brittany Gonzalez, Kimberly Robinette, Davie Gazda, Amanda Barton, Angela Hackney, Mason Hackney, Amanda Whitt, Jace Pratt, Brittany Sturgill, and Chelsea Ramsey.

Staff present: Darrell Edwards, Terry Gentry, Tammy Mullins, Allen Couch, Candice Jennings, Lisa Bentley, Vernon Rose, Jr., Laura Taylor-Baugh, Regina Cantrell, Paula Bates, and Lindsey Sturgill.

Darrell Edwards started the meeting by going over the procedures for conducting the Policy Council Meeting. He continued with the Policy Council Handbook and the Policy Council By-Laws. A copy of the Handbook and By Laws are attached.

Following instruction pertaining to the Policy Council, Darrell swore in the members to Policy Council. From there he proceeded to elections of officers. The results of the election were:

Steven Raleigh – Chairman
Ryan Clevinger – Vice Chairman
Treasurer – Tabitha Vanover
Secretary – Nikita Branham

Motion to accept the Policy Council By Laws was made by Norman Calvert and seconded by Nikita Branham. Motion Passed.

MINUTES:

Motion was made by Norman Calvert and seconded by Brittany Gonzalez to accept minutes of August meeting. Motion Passed.

PRESENTATION OF FINANCIAL STATUS

Laura Taylor-Baugh presented the financial status report. The report consisted of financial status report, USDA funds received, year-end close preliminary financial data, bank reconciliations, check register, and credit card report. for two months (July and August). All reports are attached.

Motion was made by Nikita Branham to accept the report as presented. The motion was seconded by Davie Godsey. Motion Passed.

Tammy Mullins presented the safety report pertaining to our centers.

Motion was made by Belinda Clem and seconded by Augusta Hughes to accept the safety report. Motion Passed.

Monthly Updates:

The Education Services Report was submitted by Tammy Mullins. Copy attached.

The Children and Family Services Report was presented by Terry Gentry. Copy attached.

Nutrition Services Report was presented by Junior Rose, Kids Central's Nutrition for the month of August 2016. A copy is attached.

Family Engagement Services Lindsey Sturgill gave an overall picture of family services and the events that are scheduled in the near future.

Health Services Report Regina Cantrell was not able to attend the meeting but sent a written copy of her report. Copy attached.

Human Services Report Allen Couch, Human Resources Specialist, requested the approval of new staff members. List attached.

Motion to approve new hires was made by Jamie Meade and seconded by Norman Calvert. Motion Passed.

New Business:

New Head Start Performance Standards: Tammy Mullins explained that regulation changes were received from head start recently. There will be a lot of changes necessary in our policy and procedures in the near future. She made available a few copies of a few of the changes and gave sources for the council to find the entire manual.

Attendance Policy. Terry Gentry presented the changes in the Head Start Performance Standards pertaining to student attendance. She presented a copy of our new policy in regard to those changes.

A motion was made by Nikita Branham and seconded by Norman Calvert to accept Kids Central new policy on attendance. Motion Passed.

Requirements of Employment: Allen Couch presented the changes that were required pertaining to employment of new staff. The biggest change had to do with fingerprint background checks. The largest concern has to do with the time required to get a staff member approved for hire.

Standards of Conduct: Allen Couch presented the changes that were required pertaining to standards of conduct.

A motion was made by Nikita Branham and seconded by Norman Calvert to approve the recommended changes effective November 7, 2016. Motion Passed.

For the Good of Kids Central

NEXT MEETING

The next meeting of the Kids Central Policy Council will be held on Tuesday, November 8, 2016 at 11:00 a.m. at Kids Central Administrative Offices.

ADJOURNMENT

With no further business, the meeting was adjourned at 12:40 PM

Steven Raleigh
Chairman

Date