

KCI
POLICY COUNCIL and BOARD MEETING MINUTES
Monday January 28, 2019
6:00 PM- 8:00 PM

	Call to Order / Roll Call 6:06pm-Suzanne
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In Attendance, Board of Directors
Kimmer Ball, Lisa Wilson, Suzanne Whittle, Becky Tulin (also PC President)
Absent, Board of Directors: Nichole Rowland, Susan Hale, Lori Xiong (also PC member)

In Attendance, Policy Council: Tammy Satterfield, Becky Tulin (also board member), Eugene Harms, Donna Spencer-Armstrong, Tana To’omalatai, Levi To’omalatai, Tasi Sablan, Yesenia Camerena,
Absent, Policy Council: Natye Briggs, Noreen White, Lori Xiong (also board member)

Staff in attendance: Dirk Shumaker, Executive Director; Ronnie Brown, Family and Community Engagement Specialist

GENERAL BUSINESS

1.	Introductions/Welcome – Activity (Ice Breaker: name-one or two adjectives round) Meeting called to order by Board President Suzanne Whittle at 6:06 p.m.	10 minutes
2.	United Way Application -due end of January Dirk reviewed the United Way grant application and program reporting process. He explained that United Way funds are unrestricted and that we will be applying for \$48,000. The amount of the grant for member organizations is determined by the United Way and depends upon the amount of money United Way raises through their work place campaigns and fundraising. Due to less income raised, United Way grants have declined for all members over the past several years, before stabilizing this year. For example, KCI’s United Way grant in 2014 was \$78,000. Because funds are unrestricted we will use it to fill in budget line items as needed.. Other grants are received are more restricted to specific services. Tammy motioned to apply for the United Way grant. Lisa seconded. Motion Approved.	5 minutes ACTION

	<p>COLA Application due March 1st.</p> <p>The Federal COLA increase will be 1.77% of Federal Grant, for a total of \$52,902. KCI must apply for the funds. The application is due March 1. Typically it takes approximately 6 weeks to get money after the due date. The COLA is retroactive to November 1st (start of our federal grant year). 1.25% will go for staff wages. The remainder of the 1.77% (\$15,553) will help cover fringe benefit costs, which include payroll taxes, workers comp, employee leave, health benefits, 401K match, etc. Current health insurance rates end March 31. Rates typically go up every year, even when KCI has a low claim year.</p> <p>Tasi motioned to approve application for COLA grant, Tana seconded. Motion approved.</p>	<p>10 minutes ACTION</p>
<p>4.</p>	<p>Progress Reports—what progress is KCI making in meeting our program goals?</p> <p>Dirk presented data regarding our progress in meeting several of our program goals. He reviewed our compiled CLASS scores for the fall observations, which our conducted by KCI’s Education Coordinator. CLASS is also used by the Office of Head Start to monitor to evaluate programs and determine programs that will enter the grant re-competition process. KCI will receive a federal CLASS review some time during this program year. 10 indicators and 3 domains are observed. If in lowest 10% of national averages, then grant money is up for re-competition and any eligible organization, non-profit or school district can apply for the funds.</p> <p>Dirk discussed what CLASS is and how it supports Instructional Support goals. Our goal is for all classrooms is to meet or exceed national average in all domains. He noted that teacher experience is important; as expected, experienced teachers scored higher than new teachers on CLASS. Positive change through coaching from last year.</p> <p>Dirk presented a report about AIMS Web for KCI children who entered kindergarten this year. He explained that AIMS data is limited to just a few developmental indicators: letter naming, letter sounds and number identification. Our goal is for 50% of children to be proficient in all 3 areas. The data showed that we met this goal in 2 of the 3 indicators but were at 43% for letter identification. The report compared KCI sites with our ASD partnership sites. The ASD partnership sites have smaller teacher/child ratio 17/20, teacher/assistant teacher teams have been together longer, and all ASD teachers have a BA degree and considerably higher pay. Our results show that about 1/3 of KCI children entering kindergarten were proficient in all 3 areas. Almost exactly same as last years, want to see increase.</p> <p>An attendance report was included in the presentation. We have fewer classes</p>	<p>15 minutes</p>

that meet 6.5 hours per day this year. That change may contribute to a drop in attendance. Big increase in chronic absences from last year.

Transportation can be a factor affecting attendance. The program cannot pay for cabs to transport children, even if the parent, must meet HS standards (seat belt harnesses, too young by self). Discussions about how to support families with challenges.

Numbers on screenings for medical, dental, disability referrals discussed.

The final section of the report reviewed staff retention data. Agency wide turnover is at 21% so far, goal is to not exceed 25%. 1/3 teacher turnover already. The annual staff engagement survey which employees complete every March shows improvement over the last several years in several important areas such as acknowledgement of good work performance, recognition, and connection/communication with supervisors.

Internal staff recognition happening. Tammy suggested more recognition of staff externally with parents included. Ideas: Yearly event. Parent Corner communication.

Brainstorming session, ideas to discuss.

Discussion Questions

- What about KCI are you most **proud** of?
 - Kids are learning
 - Social learning
 - Program is on target
 - Volunteers
 - Happy kids
 - Teaching of inclusion and acceptance
 - Family oriented-feels like home based, community
 - Ready for kindergarten
 - Teacher supporting families to teach their kids
 - Communication with families
 - Family advocates
 - Home visits
 - Great environment
 - Activities
 - Cooperative teachers
 - Child development
- What are the biggest **challenges** facing KCI this year?
 - Finances
 - Attendance
 - Parent involvement/ lack thereof
 - More kids, more space
 - Staff retention
 - Fundraising
- What do you wish KCI **could do** that it is not currently doing?
 - Transportation

5.

	<ul style="list-style-type: none"> ○ Full day classes ○ Sensory responses increased ○ Disability response increased ○ Recognition of staff from parents ● If KCI received an additional \$5,000 per child each year (on top of what you are already funded for), how would you prioritize using those extra funds? (That would be \$1.3 million.) <ul style="list-style-type: none"> ○ More classrooms ○ Summer school ○ Family services increased for targeted families ○ Increase Family Advocate time ○ Strong classroom team that is able to encompass families and support family ○ Parent education ○ School supplies ○ Healthy snacks ○ Increase salaries ○ Teacher support
7.	<p>Family and Community Engagement Specialist, upcoming Events: Alternative School Fair, Thursday Jan. 31. 9 different schools. 6-7:30. Financial Education. Multiple dates and times. Feb-Mar. Basics of banking. Future classes on different topics Housing Information night. February 21st, 5:30-7:00 Visit the Schools month in February, Every Tuesday 9am <u>Tammy going to Juneau, Feb 26th and 27th</u></p>
	<p>Adjourn 8:05 Tana motioned to adjourn, Donna seconded, motion approved. ACTION</p>
	<p>Next Board of Directors next meeting—March 7, 2019 Next Fundraising Committee training with Foraker, February 7th, 5:30 Next Policy Council, February 25th, 2019</p>

Respectfully submitted by,

Kimber Ball
Board of Directors