

Kids' Corps, Inc.
Policy Council Meeting Minutes
April 22, 2019

Members Present:

Rebecca Tulin, President
Tammy Satterfield, V.P.
Noreen White
Ilina Saucedo
Rhonda Drake
Tasi Sablan, via teleconference for action items

Members Absent:

Natyre Briggs, Sec.
Yesenia Camarena, excused
Lori Xiong
Donna Spencer-Armstrong, excused
Mogatana To'omalatai, excused
Eugene Harms

Staff Present:

Dirk Shumaker, Executive Director
Ronnie Brown, Family Engagement Specialist

Meeting called to order at 6:20pm. Quorum is not present. One member called in for action items.

Financials:

Dirk went over line items of budget. New format is much more understandable and parents can readily see what line items were over budget or under budget. Dirk addressed the over budget items bringing attention to how they are coming into balance as the program year winds down. Discussion ensued regarding reasons for being over budget. What may need to change for next year? When discussing being under budget for personnel, questions about where KCI advertises opened a lengthy discussion on all the options on the internet. Which options are explored, which ones decided against as not so good options and why. Open discussion on why teachers are so hard to find, seems to be an industry wide issue.

Credit card statements reviewed. No questions at this time. A new form showing CACFP grant monies, receivable and expenditures reviewed. Dirk spoke about food reimbursement being "heavily monitored" and audits every three years. The grant year runs on a different schedule, starting in October of each year.

Minutes:

Minutes for March meeting were reviewed. Tasi via teleconference had reviewed minutes when sent out last month. Noreen motioned to accept the minutes, Tammy seconded. Motion approved.

New Hires:

New hires were reviewed. Tasi gave her report on the interview for Mentor Coach position. The Family Advocate and Teacher positions were reviewed and signed. No questions at this time. Ronnie explained that they were waiting on a few more interviews before offering positions. Approvals are necessary prior to offers. Rhonda motioned to approve the new hires, Ilina seconded. Motion approved.

Wage Comparability Study:

Dirk reported that KCI's HR (Human Resource Manager) used the Foraker Group's non-profit compensation and benefits report of 2018 to compare our wages with those of other early childhood education providers. We also collected wage data from other Head Start programs and early childhood education providers like Boys and Girls club. "Competing with the market" is defined as "...establishing a starting wage that is within 10% of the market rate for similar type positions in Southcentral Alaska...." The market rate is the Foraker Group's weighted mean average for similar positions. Dirk presented a list of positions where we are 10% behind the market rate, within the market rate and beating the market rate. To bring all positions up to market rate would cost \$5,000. List provided on which positions and cost of increase to meet market rate. Discussion ensued. Other considerations were listed as well to bring some positions to 10% higher than market rate. Discussion ensued. Council members were very positive to bring all positions up to market rate. Discussion on bringing teaching positions wages up to 10% above market rate was positive if it would help retain staff and reduce turnover/fill vacancies. Other position options were less favorable if it made others feel unfair treatment. Members also discussed opportunities for developing teachers by helping staff get AA, BA and CDA credentials. We are still working on our 2020 budget, so there have been no decisions made yet.

Federal Review:

Dirk reported that it would be 6-8 weeks before any formal report would be received. He stated that the review team felt KCI was a great program and didn't see anything negative to report on. This left the management team under the impression that all went well and there should be no surprises in the report. Dirk reported that the CLASS review was next week. Two federal reviewers will be coming in to do CLASS observations at the end of the month. Areas of review will be emotional support, instructional support and classroom organization. Reviewers do not tell us which classrooms will be reviewed until they arrive on-site. If in lower 10% of all national scores, KCI would have to re-compete for funding. Parents feel that KCI will do great and is putting out positive energy. We will receive our agency wide scores 8 weeks after the review but we won't know the national benchmarks for many months.

Executive Directors Report:

Federal Duration Grant – KCI received Duration funds to expand hours for 2 classes. Classes will need to meet 1,020 hours during the program year. KCI will start two classes in September 2019. These classes will be at the East center. They will run from 9-2pm. There will be one bus serving the 2 classrooms. These two classes will meet from September through July.

KCI will not know about state funding until third week of June.

Discussion on the importance of staff training for "tapping out" or "teacher talk" to help with stressful situations reviewed. KCI is establishing an online system for staff to report concerns about troubling staff/child interactions anonymously. The primary objective is to prevent child mistreatment by immediately identifying and supporting staff whose practices may need improvement but are not injurious.

State Update – Dirk encouraged the parents to continue to contact the governor and senate. House has completed their part of the budget and it has now moved to the senate. Keep reminding parents in center to email their legislators and the governor about the importance of preserving early learning and Head Start in the state.

Discussion of CACFP audit and results showed some non-compliances, most of which regarded minor training issues and have since been corrected.

Budget:

Dirk passed out goals and asked parents to think about what they see KCI do or know what KCI does under each category. At next meeting will have five giant sticky notes up around the room and have everyone list things under each goal category. Parents like the interaction of moving around the room to list things they see and know about.

Ilina motioned to adjourn at 7:55pm, Rhonda seconded. Motion approved.

Respectfully submitted by,

Ronnie Brown, FCES

DRAFT