

**Kids' Corps, Inc.**  
**Policy Council Meeting Minutes**  
**Monday, October 28, 2020**

Members Present:	Members Absent:
Brittany Pickens	Caitlyn Thompson, excused
Rhonda Drake	Kaya Avila, excused
Tasi Sablan (wasn't feeling well and left meeting)	Shawna Bailey
	Jessica Teague-Beach
Staff Present:	
Dirk Shumaker, Executive Director	
Ronnie Brown, FES	

Greetings and Welcomes extended: Due to Covid-19, meeting was held virtually. Quorum not present.

**Financials:**

Dirk reviewed the financials with the members. Went over credit card report. Reports for July, August and September were presented. Dirk explained that for July, some fraudulent charges were still present. By August report, all charges reimbursed. No questions as this time, all charges look reasonable.

Minutes were not reviewed due to lack of quorum.

No New Hires for October.

**Executive Directors Report:**

Showed an enrollment chart with all classrooms listed and total number of enrollments at this time. Conversation around opening centers ensued. Dirk explained that the ASD partnership sites would open in November. Other classrooms will remain closed (with virtual services provided) until to January. Pre-K classrooms, including our partnerships, will run from 12 noon to 4pm. After watching closely for ASD success, plans to revisit opening virtual classes will be revisited in January.

**COVID -19 Leave Policy:**

Dirk reported that KCI has been successful in keeping COVID from spreading within our centers/classrooms and feels the screening process in place is working. He spoke to the members about looking at new leave policies to cover areas where gaps could leave staff with no coverage if they were unable to work due to COVID. In general, he mentioned that ASD would not be screening the children, but KCI would continue to do so as in all centers.

**The proposed Contingency Leave** is for situations in which a working employee has exhausted all applicable leave with the exception of Personal Paid Time Off and is unable to complete a full work week due to Covid-19 related conditions. The Contingency Leave time would be available through December 18, 2020, unless extended by the Board of Directors. Personal Paid or Unpaid Time Off was explained to members and several scenarios discussed. This proposal would be reviewed case by case and funding for this coverage would be set up as a general leave bank funded initially with \$10,000 specifically for

this purpose. Recommendations from the PC committee (Brittany and Rhonda) is to approve the Contingency Leave Fund for special cases. Dirk will take recommendations to the board meeting in November.

Brittany and Rhonda mentioned we should do food again.  
Next meeting November 30, 2020.

Respectfully submitted by,

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Ronnie Brown, FCES