

Kids' Corps, Inc.
Policy Council Meeting Minutes
September 25, 2017

Members Present:

Tracy Peters, Chair
Lynndi Strong, Vice Chair
Raheel Asghar
Noreen White
Tasi Sablan
Tom Cossom

Members Absent:

Maria Muldoon
Pauletta Delgado
Rose Justiniano

Guest Present:

Natye Briggs, East center
Janet Savageau, Home Base program
Ariana Faamuli, Mt. View
Denise Henrickson, Ridgeline
Lori Xiong, Muldoon
Dawn Postma, CSP

Staff present:

Dirk Shumaker, Executive Director
Ronnie Brown, FCES

Meeting called to order at 6:10 pm.

Financials:

Dirk had parents review Profit and Loss and Budget line items. Dirk mentioned KCI is in the first two months of new fiscal year. He explained that when reading financials, they should look at how expenses line up with the budget and ask questions about any areas where we spent more than we budgeted. He explained that management should always be able to explain why we are over budget (e.g. we spent more on building repairs because we received a grant to upgrade a playground) or describe our plan for staying on target. Had parents review credit card expenditures. Questions and answers ensued. Many questions answered by attending parents.

Minutes:

Minutes were reviewed, no questions. Tom motioned to approve the minutes, Lynndsi seconded. Motion approved.

New Hires:

Ronnie explained the importance of having parents on the hiring committee and had PC members speak for a minute or two about their experiences. She also explained that even though members will get an email or phone call to approve (with a short bio) to get them started quickly, all new hires and substitute

lists are approved as a group to allow for any questions or concerns to be stated. Janet motioned to approve the new hires, Tom seconded. Motion approved.

Seating New Members:

Tracy asked is if anyone wanted to be seated to the Policy council. Tom motioned to seat Natye Briggs, Janet Savageau, Denise Henriskson, and Lori Xiong. Tasi seconded and motion was approved.

Organizational and Wage Scale:

Dirk presented a sheet to the council showing proposed change for reducing the number of center directors from 8 to 7. He noted that we have previously discussed that KCI has had difficulties recruiting qualified center directors and that wage comparability data shows that our starting wages have begun to fall behind those offered by our peers. After reviewing all the possible scenarios along with the comparable wage spreadsheet, open discussion ensued. Dirk's recommendation to the council is to combine the center director position for Mt. View and Ridgeline, (close in proximity with only 38 children enrolled in both programs). This would save dollars that could then be re-distributed toward an increase for the other center directors and coordinators and bring their wage into a closer conformity with other comparable agencies. Tasi motioned to accept the recommendation from the managers and ED, Tom seconded the motion. Motion approved.

Executive Directors Report:

Dirk provided the council with an Aligned Monitoring System (AMS) informational sheet and showed videos about AMS from the Office of Head Start that reviewed CLASS and the five priorities of the federal monitoring system. The new protocols are intended to focus less on "checking the box" compliance and more on effectiveness and the use of data to ensure continuous improvement. After Dirk broke down the steps, questions and conversations ensued. Dirk also spoke to first day enrollment attendance and numbers of enrolled children. KCI showed great improvement this year regarding the number of children who attended on the first day of classes.

By Laws Committee Report:

Ronnie introduced the By Law committee and brought everyone's attention to the minutes sheet in the packet. She asked the committee members to share with the council what parts of the By Laws they had questions on. They summarized the committee discussions and noted that By-law committee minutes are available. Conversations ensued. Tom and Tasi recommended no changes in the By Laws at this time.

Family and Community Engagement Specialist report:

Ronnie asked the members of the council that have done recruitment in the past or that had been on the council for more than a year to practice on the other members what they might say to parents attending their October PCM's. Members shared their ideas and opportunities for leadership building and advocating for their child as part of the PC. Ronnie explained why it was important to have an opportunity for parents to come together every month for shared governance. (parents knowing what was happening nationally, statewide and locally). If parents have questions, they can bring that question to the PC and then let parents know the following month the correct information to their questions. Then she asked a few parents to instruct the playing of the Neighbor Game like they would for the

October PCM and use it as a time to let parents relax, have some fun while getting to know each other. If there is not representative in their center or they do not feel comfortable leading the game, their Family Advocate will assist them. She went over the importance of having minutes taken during the meeting portion of their event, and if there is more than one representative, one could lead the meeting while another takes the minutes. It is also fine to ask for a parent volunteer to assist with minutes if needed. Ronnie stressed that members should NOT READ THE ENTIRE DOCUMENT at the meeting. Review the minutes and select one or two things they feel are important to related and let parents know the minutes are always hanging in their center for full reading if a parent desired. If a parent is interested in coming to a PC meeting, get their name and phone number and have FA send to Ronnie. Meeting adjourned at 8:00 pm.

Respectfully submitted by,

Ronnie Brown, FCES