

Policy Council

Kids Are First, Inc.
Policy Council Minutes
Monday, February 26, 2018

Agenda Item	Discussion	Action
I. Welcome	Ms. Yanez welcomed the policy council members to the meeting.	
II. Call Meeting to Order/Establish Quorum	<p><u>Lidia Fonseca</u> called the meeting to order at <u>9:30</u> AM</p> <p>Roll Call Quorum was established with <u>9</u> parents and <u>1</u> Community Representative</p> <p>Members Present Marissa Orsoco Lidia Fonseca Daisy Longoria Claudia Espinoza Leslie Guillot Leyda Jimenez Sofia Ortiz Emilce Sanchez Ruby Gaytan Lupita Fuentes (Community Rep.)</p> <p>Members Absent Jenifer Castilleja Melissa Demaree Nailea Gonzalez Gerardo Quiroz Christina Rodriguez Alexandra Gonzalez Osbaldo Tijerina, Jr. Lucinda Mata Cynthia Benavidez Noemi Flores (Community Rep.) Alberto Esquivel (Community Rep.) Sonia Guerrero (Liason)</p>	Meeting was called to order at 9:30 AM

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III. Approval of Agenda	Approval of agenda	Motion to approve agenda was made by <u>Ruby Gaytan</u> Seconded by <u>Lidia Fonseca</u> Motion carried
IV. Approval of Minutes	Approval of <u>2/26/18</u> minutes	Motion to approve <u>2/26/18</u> meeting minutes was made by Leslie Guillot Seconded by Ruby Gaytan Motion Carried
V. New Business		
Sitting in of Community Representative	Sitting in of new Community Representative for the Policy Council <ul style="list-style-type: none"> • Lupita Fuentes 	Action Motion to approve the sitting in of community representative was made by Ruby Gaytan. Seconded by Leslie Guillot. Motion Carried
	Program Director Report/Communication Alicia Yanez, CEO/Program Director notified the Policy of Council that Kids Are First, Inc. have completed the Focus 2 and Class review. We should have results in 45-60 days for focus 2. During the class review 27 classrooms out of the 35 were reviewed. We should hear results by Mid-March.	Informational

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<p>Approval of Reports</p>	<p>Ms. Yanez advised the policy council that Kids Are First, Inc. will be doing a Self- Assessment March 26th through March 29th.</p> <p>The yearly planning meeting is scheduled for the month of June. Ms. Yanez has suggested that the policy council start thinking of dates that will accommodate their schedule.</p> <p>Director of Operations Velma McNeil, Director of Operations presented her report for the month of December 2017 & January of 2018. See attached report</p> <p>Financial Report Alicia Yanez, CEO/Program Director presented the Financial Report for December of 2017 & January of 2018.</p> <p>Credit Card Report Alicia Yanez, CEO/Program Director presented Credit Card report for December of 2017 & January of 2018.</p> <p>In- Kind Report Alicia Yanez, CEO/Program Director presented In-Kind Report for December of 2017 & January of 2018</p> <p>CACFP Report Alicia Yanez, CEO/Program Director presented CACFP Report for December of 2017 & January 2018.</p>	<p>Informational</p> <p>Action</p> <p>Motion to approve the following reports was made by <u>Leslie Guillot</u></p> <ul style="list-style-type: none"> • Financial Report • Credit Card Report • In-Kind Report • CACFP Report • Enrollment Report • Attendance Report • Hire/Termination Report <p>Seconded by <u>Leyda Jimenez</u> Motion carried</p>

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	<p>Enrollment Report Velma McNeil, Director of Operations presented Enrollment Report for December of 2017 & January of 2018.</p> <p>Attendance Report Velma McNeil, Director of Operations presented Attendance Report for December of 2017 & January of 2018.</p> <p>New Hire/Termination Report Alicia Yanez, CEO/Program Director presented New Hire Termination Report for the month of December of 2017 & January of 2018.</p>	
<p>Approval of Carry Over</p> <p>Approval of Updated Selection Criteria</p>	<p>Approval of Carry Over</p> <ul style="list-style-type: none"> • Carry Over Request Application <ul style="list-style-type: none"> • Selection Criteria for EHS, HS, & Pregnant Women 	<p>Action</p> <p>Motion to approve the Carry Over Request Application was made by Claudia Espinoza Secoded by Emilice Sanchez. Motion carried</p> <p>Action</p> <p>Motion to approve the Selection Criteria was made by Claudia Espinoza. Secoded by Emilce Sanchez. Motion carried</p>

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VI. Open Forum	Center monthly reports were presented to the policy council. See Attachment.	
VII. Old business	No old business	
VIII. Adjourn	Meeting adjourned at 10:53AM	Motion to adjourn meeting was made by Leyda Jimenez Seconded by Claudia Espinoza Motion Carried.

Approved by: _____
 Policy Council President

Date: _____