

# Policy Council

Kids Are First, Inc.

Policy Council Minutes

Friday, March 23, 2018

Agenda Item	Discussion	Action
<p><b>I. Welcome</b></p>	<p>Ms. Yanez welcomed the policy council members to the meeting.</p>	
<p><b>II. Call Meeting to Order/Establish Quorum</b></p>	<p><u>Lucinda Mata</u> called the meeting to order at <u>9:55</u> AM</p> <p>Roll Call            Quorum was established with <u>9</u> parents and <u>1</u> Community Rep. present.</p> <p><b>Members Present</b>            Marissa Orsoco            Alexandra Gonzalez            Sofia Ortiz            Lucinda Mata (Conference Call)            Leyda Jimenez            Leslie Guillot            Emilce Sanchez            Ruby Gaytan            Alberto Esquivel (Community Rep.)</p> <p><b>Members Absent</b>            Jenifer Peralta            Osbaldo Tijerina, Jr.            Bridget Schondua            Melissa Demaree            Nailea Gonzalez            Gerardo Quiroz            Christina Rodriguez            Claudia Espinoza            San Juanita Carvajal            Daisy Longoria            Cynthia Benavidez            Lidia Fonseca            Noemi Flores (Community Rep.)            Sonia Guerrero (Liason)</p>	<p>Meeting was called to order at 9:55 AM</p>

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<p><b>III. Approval of Agenda</b></p>	<p>Approval of agenda</p>	<p>Motion to approve agenda was made by <u>Ruby Gaytan</u>            Seconded by <u>Alexandra Gonzalez</u>            Motion carried</p>
<p><b>IV. Approval of Minutes</b></p>	<p>Approval of <u>February 26, 2018</u> minutes</p>	<p>Motion to approve <u>02/26/18</u> meeting minutes was made by Alberto Esquivel            Seconded by Ruby Gaytan            Motion Carried</p>
<p><b>V. New Business</b></p>	<p><b>Program Director Report/Communication</b>            Alicia Yanez, CEO/Program Director notified the Policy Council that Kids Are First, Inc. would be providing a Parent Curriculum Presentation for all the centers.</p> <p>Ms. Yanez shared with the policy council the results for the CLASS review. She explained that the CLASS results showed that they had done very well.</p> <p><b>Director of Operations</b>            Velma McNeil, Director of Operations presented her report for the month of February 2017.            See attached report</p>	<p>Informational</p> <p>Informational</p>

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<p><b>Approval of Reports</b></p>	<p><b>Financial Report</b> Alicia Yanez, CEO/Program Director presented the Financial Report for February 2018.</p> <p><b>Credit Card Report</b> Alicia Yanez, CEO/Program Director presented Credit Card report for February 2018.</p> <p><b>In- Kind Report</b> Alicia Yanez, CEO/Program Director presented In-Kind Report for February 2018</p> <p><b>CACFP Report</b> Alicia Yanez, CEO/Program Director presented CACFP Report for February 2018.</p> <p><b>Enrollment Report</b> Velma McNeil, Director of Operations presented Enrollment Report for February 2018.</p> <p><b>Attendance Report</b> Velma McNeil, Director of Operations presented Attendance Report for February 2018</p> <p><b>New Hire/Termination Report</b> Alicia Yanez, CEO/Program Director presented New Hire Termination Report for the month of February 2018.</p>	<p>Action</p> <p>Motion to approve the following reports was made by <u>Emilce Sanchez</u></p> <ul style="list-style-type: none"> <li>• Financial Report</li> <li>• Credit Card Report</li> <li>• In-Kind Report</li> <li>• CACFP Report</li> <li>• Enrollment Report</li> <li>• Attendance Report</li> <li>• Hire/Termination Report</li> </ul> <p>Seconded by <u>Alberto Esquivel</u> Motion carried</p>
<p><b>School Readiness</b></p>	<p style="text-align: center;"><b>Approval of Audit</b></p> <ul style="list-style-type: none"> <li>• School Readiness Data Analysis Report</li> </ul>	<p>Action</p> <p>Motion to approve the School Readiness Data Analysis Report was made by Leslie Guillot Seconded by Emilce Sanchez Motion carried</p>

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<b>VI. Open Forum</b>	Policy council members presented the monthly center reports. See Attachment	Informational
<b>VII. Old business</b>	No old business	
<b>VIII. Adjourn</b>	Meeting adjourned at 10:55AM	Motion to adjourn meeting was made by Ruby Gaytan Seconded by Alexandra Gonzalez Motion Carried.

Approved by: \_\_\_\_\_  
Policy Council President

Date: \_\_\_\_\_