

K3 Kids Are First  
2212 N 1<sup>st</sup> St.  
Carrizo Springs, Texas 78834

Board of Directors Meeting  
December 15, 2020 at 4:00 pm

Meeting was called to order at 4:00 pm.

**Roll Call:**

Asalia Casares – Present  
Mercedes Puente- Present  
Sonia Guerrero – Perez – Present  
Katty Boyd – Absent  
Alfredo Padilla – Present – joined at 4:01

**Others:**

Alicia Yanez  
Velma McNeil  
Jennifer Brady  
Karl Eck – joined at 4:01

A quorum was established.

**Approval of Agenda:**

Sonia Guerrero - Perez moved to approve the agenda.  
Mercedes Puente 2<sup>nd</sup> the motion.  
Motion carried.

**Approval of Minutes:**

Sonia Guerrero - Perez moved to approve the October 26, 2020 minutes.  
Alfredo Padilla - 2<sup>nd</sup> the motion.  
Motion carried.

**Reports: (informational)**

Ms. Yanez reported:

- The 5 year grant has been awarded.
- November 30, 2020 closed out the fiscal year.
- Ms. Yanez has had a conversation with the Regional Specialist in regards to the conversion of slots (reducing the HS and adding EHS) as funded enrollment has not been met.
- Ms. Yanez is asking that funding remain the same as EHS is more expensive to operate.

- Update on in-house classrooms:
  - Pearsall, Cotulla and Carrizo Springs centers are open.
  - Parents are hesitant to actually send children to centers.
  - KAF has had first case of COVID-19 at the Pearsall center.
  - Attendance remains low.
  - Cotulla was having a child go get tested the day of the BOD meeting.

**Director of Operations Report: (informational)**

Ms. McNeil reported:

- **Disability Count:** Program is behind in meeting the 10% (70) by 18 children. Nadia Ochoa is currently working with each center, reviewing every file and following up with the Districts. Eagle Pass has a large amount of children without documentation required for us to count the children being served with a disability.
- **Nutrition (Grab and Go):** KAF started Grab and Go in July. The number of meals provided has increased due to KAF delivering meals to families who are unable to them up.
- **Facilities:**
  - **LBJ:** Bldg. 2 painted, parking lot paved, water heater room in Bldg.1 flooring redone
  - **Pearsall:** Flooring redone in Bldg. 1, Utility Room and CR# 4
  - **Seco Mines:** Sidewalk gap filled with concrete and installed safety bollard next to playground (on sidewalk), wire from kitchen breaker to outside meter was upgraded, storage room water outlet installed
  - **Carrizo Springs:** Sheet metal roofs installed on Office Bldg. and Bldg. 3, CR 2 and AC room flooring done
  - **Cotulla:** Kitchen breaker was upgraded as well as electrical line leading from breaker to meter
  - **Las Colonias:** Privacy fence installed on playground between Bldg. 4 and Bldg.6. Drain issue on playground was leveled.
- **Technology:** support is being given not only to staff but parents needing it as well. The technology team has been able to implement and provide the needed training and services for staff, children and families with little delay.
- **Staff Wellness:** Retirement plan has a hardship loan option for those who can borrow and pay installment from the contribution.
  - **Mental Health Consultant:** has held individual Center mental wellness meetings and the final meeting was scheduled for the Main Offices and other staff who were unable to attend on December 18, 2020.

**Financial: (action required)**

- Karl Eck reviewed the October and November financial reports.
  - November was full month as of using the new accounting software.
  - General Funds - \$69, 131.48 as of November 30, 2020
  - Prepaid expenses - \$50,223.68 as of November 30, 2020
  - CACFP Reimbursements for October \$60, 865.08, (November estimate is \$49, 545.93).  
Year to Date: \$398545.93
  - Actual In Kind - \$375, 259.11 as of November 30, 2020
- Reviewed Credit Card Reports

**Enrollment: (action required)**

- As of now KAF has a total enrollment of 687 children.
  - 571 HS children
  - 116 EHS children

**New Hire/ Termination Report: (action required)**

- Velma McNeil reviewed the New Hire/ Termination report.
  - Las Colonias hired a Teacher Assistant, Center Manager, Family Service Worker and Preschool Teacher.
  - LBJ hired a Preschool Teacher.
  - **Termination/ Resignations:**
    - Carrizo Springs: Cook
    - Las Colonias: Family Service Worker
    - Cotulla: Preschool Teacher
  - **Vacancies:**
    - Las Colonias: 2 Family Service Workers, 5 Teacher Assistants
    - Rosita Valley: Maintenance
    - Cotulla: EHS Teacher

Alfredo Padilla moved to accept all reports.

Mercedes Puente 2<sup>nd</sup> motion.

Motion carried.

**Old Business:**

No Old Business

**New Business: (Action Required)**

- **Child Outcomes – Widely Held Expectations 2020-2021 (Velma Leal)**
  - There are 3 checkpoints throughout the year. (Fall, Winter and Spring)
  - Fall 2020 (received lots of input from parents this time around due to COVID-19 and children not being at center) Input was given thru phone conferences, parents taking pictures of work and submitting to teacher, video up-loads, etc). All incoming information was used to “level” the children.
  - Report is based on total virtual instruction of children thru October 31, 2020.
  - 49 classrooms: 15 EHS, 34 HS
    - Social- Emotional: 44%
    - Physical: 51%
    - Language: 43%
    - Cognitive: 44%
    - Literacy: 43%
    - Mathematics: 40%

Alfredo Padilla moved to accept the Child Outcomes.

Mercedes Puente 2<sup>nd</sup> motion.

Motion carried.

**Adjournment:**

Alfredo Padilla moved to adjourn meeting.

Mercedes Puente 2<sup>nd</sup> Motion.

Motion Carried.

Meeting Adjourned at 4:45 pm.