

Kids Are First
2212 N 1st St.
Carrizo Springs, Texas 78834
Board of Directors Meeting
January 26, 2021 at 4:00 p.m.

Meeting was called to order at 4:01 pm.

Roll Call:

Asalia Casares – Absent
Mercedes Puente- Present
Sonia Guerrero – Perez – Present
Katty Boyd – Present
Alfredo Padilla – Present

Others:

Alicia Yanez
Velma McNeil
Jennifer Brady
Jorge Cruz – Policy Council Liaison
Karl Eck – joined at 4:03

A quorum was established.

Approval of Agenda:

Katty Boyd moved to approve the agenda.
Mercedes Puente 2nd the motion.
Motion carried.

Approval of Minutes:

Alfredo Padilla moved to approve the October 26, 2020 minutes.
Katty Boyd- 2nd the motion.
Motion carried.

Reports: (informational)

• **Seating of Policy Council Liaison:**

Alfredo Padilla moved to have Jorge Cruz seated on the KAF Board of Directors as the Policy Council Liaison.
Katty Boyd 2nd the motion.
Motion carried.

Ms. Yanez reported:

- Ms. Yanez reported that there has been an increase in Covid-19 cases amongst staff at the center levels. Carrizo Springs had several staff members test positive whereas administrative staff stepped in and worked in the kitchen in order to be able to provide meals for the students. Central kitchen in Eagle Pass will be closed Wednesday, January 27, 2021- Friday, January 29, 2021 due to high staff case counts. Meals will not be distributed during this time but will resume on Monday, February, 2021. All safety protocols are in place and are being followed.
- At this time the Kids Are First Inc., license has been suspended due to classrooms being closed. Ms. Yanez is suggesting that centers and classrooms open up and resume operation in late February. Parents will still have the option to keep their children at home or send to center for instruction. Remote instruction would still remain available. There would be no repercussions to parents should they determine to keep children at home.
- Currently the program is having a challenge meeting the disability count. The program is required to meet a 10% count. Currently the count is approximately at 6%. The challenged area is in Eagle Pass as the School District is facing its own challenges. The disability coordinator will be meeting with District staff within the weeks end.
- KAF is now fully enrolled.

Director of Operations Report: (informational)

Ms. McNeil reported:

- **Mentor Coaching:** CLASS observations are being scheduled. The analysis of the Fall Child Outcome results were shared with the teaching staff, center managers, Board of Directors, Policy Council and community representatives and Administration (during HSAC meeting).
- **Facilities:**
 - **Centers:** New commercial washer and dryers were installed. New electrical connections/lines as well as new water connections have been installed to sustain the new appliances.
 - **Las Colonias:** Parking lot was paved.
- **Risk Management:** No accidents at the center level or at administration due the limited number of staff.

Financial: (action required)

- Karl Eck reviewed the December financial report.
 - Operating Account - &73, 207.24
 - General Funds - \$69, 131.48
 - Certificate of Deposits - \$50, 59332
 - Accounts Payable - \$218, 595.70
 - Total Expenses - \$343, 416.51
 - T&TA - \$2,968.07
 - Administrative Expenses - \$ 50,069.42
 - CACFP Reimbursements
 - o November \$649, 526.12,
 - o December \$40, 240.45
 - In Kind -- will be reported in February
- Reviewed Credit Card Reports

Enrollment: (action required)

- As of now KAF has a total enrollment of 702 children.
 - 586 HS children
 - 116 EHS children
- KAF is now fully enrolled.

New Hire/ Termination Report: (action required)

- Ms. Yanez reviewed the New Hire/ Termination report.
 - Carrizo Springs hired a cook
 - Rosita Valley hired a maintenance worker
 - **Termination/ Resignations:**
There were no terminations or resignations for the month of December.
 - **Vacancies:**
 - Las Colonias: 2 Family Service Workers, 5 Teacher Assistants
 - Cotulla: EHS Teacher, Preschool Teacher
 - Main Office: EHS Mentor Teacher

Alfredo Padilla moved to accept all reports for the month of December.

Katty Boyd 2nd the motion.

Motion Carried.

Old Business:

No Old Business

New Business: (Action Required)

- **Approval of Auditor:**
 - Karl Eck presented the bids and documentation for the selection of the auditor for KAF, Inc.
 - o Garza/ Gonzalez & Associates
 - o Armanio, LLP
 - o Martinez, Rosario, & Co.

Katty Boyd moved to select Martinez, Rosario, & Co. as the KAF, Inc. auditor for the next 5 years.

Alfredo Padilla 2nd the motion.

Motion carried.

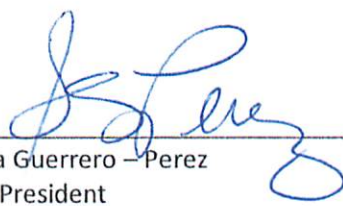
Karl was excused for meeting at 4:38 p.m.

- **Approval of Conversion of Slots Application:**
 - Ms. Yanez presented the Application for the conversion of HS slots to EHS.
 - Program currently serves 586 HS children and requesting to reduce that by 120 slots.
 - EHS would increase to 176 slots.
 - There would be no reduction in staff.
 - Funding would remain same as EHS is more expensive to operate.

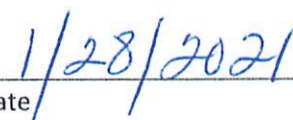
Alfredo Padilla moved to accept The Conversion of Slots application.
Katty Boys 2nd motion.
Motion carried.

Adjournment:

Alfredo Padilla moved to adjourn meeting.
Mercedes Puente 2nd Motion.
Motion Carried.
Meeting Adjourned at 4:44 p.m.



Sonia Guerrero -Perez
Vice President



Date