

Kids Are First
2212 N 1st St.
Carrizo Springs, Texas 78834
Board of Directors Meeting
May 25, 2021

Meeting was called to order at 6:00 p.m.

Roll Call:

Asalia Casares – Absent
Mercedes Puente- Present
Sonia Guerrero – Perez – Absent
Alfredo Padilla – Present
Jorge Cruz - Present

Others:

Alicia Yanez
Velma McNeil
Jennifer Brady
Velma Leal

A quorum was established.

Approval of Agenda:

Alfredo Padilla moved to approve the agenda.
Mercedes Puente 2nd the motion.
Motion carried.

Approval of Minutes:

Merced Puente moved to approve the April 27, 2021 minutes.
Alfredo Padilla - 2nd the motion.
Motion carried.

Reports:

Ms. Yanez reported:

- That she received notice from the Office of Head Start stating that Kids Are First, Inc. is expected to operate 100% with face to face in person instruction for the 2021-2022 instructional year.
- The Office of Head Start has approved Mr. Aniceto Colunga as the next Kids Are First Inc. Program Director and he will start July 6, 2021.

Director of Operations Report:

Ms. McNeil reported:

- **Education/ Disability:**
 - The Education/ Disability Coordinator is working with center staff to ensure that data is inputted into MyHeadStart is correct for accurate PIR numbers.
- **Health/ Mental Health**
 - All centers met the licensing requirements.
 - One family in process for mental wellness support due to the loss of a family member.
 - Third Mental Wellness training is pending.
 - KAF currently has the following children enrolled with health concerns:
 - Anemia – 7
 - Asthma – 9
 - Hearing Difficulties – 4
 - Vision problems – 39
 - Mental Health Classroom observations have been completed.
 - Las Platicas have been completed for every center.
 - Kids Are First continues to support each location with COVID-19 material, supplies and fumigation/ virucide services as needed.
 - One communicable disease illness was reported to licensing and Texas Health Department.
- **Risk Management:**
 - Preventative measures are being taken to ensure that staff and child incidents are minimized.

Financial: (Karl entered meeting at 6:20)

- Karl Eck reviewed the financial and credit card reports:
 - Operating Account - \$23, 548.13
 - General Funds - \$69, 430.59
 - Certificate of Deposits - \$50, 593.32
 - Accounts Payable - \$38,169.11
 - CACFP Reimbursements
 - April - \$70, 885.02
 - Total for year: \$248, 958.03
 - In Kind –
 - April – \$181, 290.32
 - Total for Year: \$407, 547.66
- Reviewed Credit Card Reports including past Valero Credit Card reports (May 2020 – March 2021)
 - Karl was dismissed at 6:31 p.m..

Enrollment/ Attendance:

- As of now KAF has a total enrollment of 702 children.
 - 586 HS children 92.61% attendance
 - 116 EHS children 89.26% attendance
- Reviewed past attendance (July 2020 – March 2021)

New Hire/ Termination Report:

- Ms. Yanez reviewed the New Hire/ Termination report.
 - **Termination/ Resignations:**
 - Carrizo Springs had an Infant/ Toddler Teacher resign.
 - LBJ had a Maintenance person resign.
 - **Vacancies:**
 - Cotulla – Preschool Teacher (pending to be filled with rehires EE)
 - Pearsall – EHS Teacher (pending background check)
 - Main Office – EHS Mentor Teacher (pending to be filled internal)

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

Jorge Cruz 2nd the motion.

Motion Carried.

Old Business:

No Old Business

New Business:

CLASS Observation Summary (Velma Leal)

- Observation was conducted on 34 Pre-K classrooms. Teachers and children were observed over 2 cycles of 20 minutes each.
- Average Domain Scores:
 - Emotional Support: 6.01
 - Classroom Organization: 5.47
 - Instructional Support: 3.89

2020 Child Outcomes (Velma Leal)

590 children were measured for Spring Checkpoint

Results

- Social-Emotional: 81.00%
- Physical: 82.00%
- Language: 76.00%
- Cognitive: 80.00%
- Literacy: 79.00%
- Mathematics: 85.00%

Update on Mask Requirement (Alicia Yanez)

- Ms. Yanez asked Kids Are First Board of Directors for guidance on required wearing of face masks.
 - KAF Board of Directors recommended wearing of masks for at least one more month.
- **Approval of MIS Policy Hardware Loan for Students (Alicia Yanez)**
- **Approval of MIS Procedure Hardware Loan for Students (Alicia Yanez)**
 - Ms. Yanez discussed and reviewed the new Hardware Loan for Students policy and procedure.

- **Approval of Self – Assessment (Velma McNeil)**
 - Velma McNeil discussed and reviewed the 2021 Self-Assessment Cumulative Report
- **Approval of Systems (Velma McNeil)**
 - Velma McNeil reviewed and discussed the changes in the following systems.
 - Communication System
 - Community and Self - Assessment System
 - Data and Evaluation System
 - Facilities and Learning Environment System
 - Human Resource System
 - Ongoing Monitoring and Continuous Improvement System
 - Program Planning and Services System Design
 - Recordkeeping and Reporting System
 - Technology System
 - Training and Professional Development System

Jorge Cruz moved to accept:

- Kids Are First, Inc. staff wearing of masks for at least one more month.
- MIS Policy Hardware Loan for Students
- MIS Procedure Hardware Loan for Students
- 2021 Self – Assessment Cumulative Report
- Communication System
- Community and Self - Assessment System
- Data and Evaluation System
- Facilities and Learning Environment System
- Human Resource System
- Ongoing Monitoring and Continuous Improvement System
- Program Planning and Services System Design
- Recordkeeping and Reporting System
- Technology System
- Training and Professional Development System

Alfredo Padilla 2nd motion.
Motion carried

Executive Session:

Mercedes Puente moved to go into Executive Session at 6:55 p.m..

Jorge Cruz 2nd motion.

Motion carried.

Mercedes Puente moved to dismiss from Executive Session at 7:02 p.m..

Alfredo Padilla 2nd motion.

Motion carried.

Adjournment:

Alfredo Padilla moved to adjourn meeting.

Jorge Cruz 2nd Motion.

Motion Carried.

Meeting Adjourned at 7:05 pm..