

Policy Council

Kids Are First, Inc.
Policy Council Minutes
Thursday, September 19, 2019

Agenda Item	Discussion	Action
Welcome	Ms. Yanez welcomed the policy council members to the meeting.	
1. Call Meeting to Order/Establish Quorum	<p>Lidia A. Puente called the meeting to order at <u>9:56 AM</u></p> <p>Roll Call Quorum was established with <u>12</u> members present.</p> <p>Members Present:</p> <ol style="list-style-type: none"> 1. Lidia A. Puente, LBJ Rep. 2. Veronica Garcia, Pearsall, EHS Rep. 3. Marissa Orosco, Carrizo HS Rep. 4. Cynthia Francis, Pearsall HS Rep. 5. Linda Garcia, Las Colonias HS Rep. 6. Claudia Espinosa, Seco Mines, HS Rep. 7. Lidia Fonseca, LBJ EHS Rep. 8. Sonia Guerrero-Puente, Board Liaison 9. Lupita Fuentes, Maverick Community Rep. 10. Alberto Esquivel, Dimmit Community Rep. <p>Others Present:</p> <p>Marisol Perez, Las Colonias EHS Alternate Melissa Demaree, Pearsall HS Alternate Clarissa Garcia, Cotulla Alt.</p> <p>Members Absent:</p> <p>Sandra Polendo, Rosita Valley, HS Rep. Jovanna Padilla – Las Colonias Rep. Sofia Ortiz, LBJ HS Rep. Lucinda Mata Gonzalez, Cotulla HS Rep. Alberto Esquivel, Dimmit Rep Noemi Flores, Frio Representative</p>	Meeting was called to order and a quorum was established at <u>9:50 AM</u>

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2. Approval of Agenda	Approval of the agenda as presented.	First motion to approve the agenda was made by Veronica Garcia Second Motion was made by Cynthia Francis Motion carried
3. Approval of Minutes	Approval of August 21, 2019 meeting minutes as presented.	First motion to approve the August 21, 2019 meeting minutes was made by Cynthia Francis Second motion was made by Marissa Orosco Motion carried
4. Reports for July and August 2019	<p>Ms. Yanez reported on the following:</p> <ul style="list-style-type: none"> • Submission of grant application • Completed facility improvements • Project to install security camera for access to the KAF buildings • KAF acquiring additional moneys for the next five years without the need for competition • Submission of the grant application being worked on for submission in September 1, 2020. • Ms. McNeil reported on the following: • Informed all of cleared finding on child left alone • Gave CACFP program report had no finding • Provided information for Agency's continued improvements updates of committees: • Fiscal committee pending 3rd meeting to continue to discuss and finalize the revision of the Fiscal Policy and Procedures. • Provided Disability count: 35-EHS and 17- HS. Need 70 total children to meet 10% required count. 	

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	<p>Ms. Yanez explained the difference in EHS and HS.</p> <p>Ms. McNeil continued reporting on:</p> <ul style="list-style-type: none"> • CACFP had no unclaimed meals • Mentor coaching: training was provided at pre-service and that mentoring is provided to teaching staff at the center. • Child Outcomes: Children are assessed three times a year. Discussed how KAF is committed to School Readiness in preparing their children for public school. • E-DECA: Parents conduct their part of the screen. Explained how children may be referred in order to assist the child with social emotional well-being. • ERSEA: Parents went through the process for eligibility. Parents are involved through Policy Council. • HR: The HR department is now comprised of two individuals. One handles payroll and benefits and the second person is responsible for HR duties. <p>Ms. Yanez went on to explain that financials will be discussed at each meeting. This will include what is being purchased and what is not being purchased.</p> <ul style="list-style-type: none"> • Reviewed the Credit Card report. We have cards for HEB, Wal-Mart, Valero and an American Express card. Explained what each card is used for. • Reviewed the In-Kind report. The agency receives 6 million dollars and need to meet the non-federal portion of 1.6 million dollars. Currently at 1.3 million dollars and need to get the remaining \$300,000 in October and November. • Reviewed the Budget report that is on target at 64% 	

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	<ul style="list-style-type: none"> • Reviewed the CACFP state program report at \$48, 853.32 reimbursement \$417,670.16 is spent all year on salaries and food • Enrollment report: Met July 2019 100% at 116 children • Enrollment report: Met August 2019 HS 100 % 586 and EHS 116 – 100% • Average Enrolled Attendance for July 2019 – EHS 88.70% • Average Enrolled Attendance for August 2019 – EHS – 90.86% and HS 93.54% with program average of 92.2% for August 2019. • Provided the New Hire-Termination Report for August of 2019 and current vacancies. 	<p>First motion to approve the Reports for July and August 2019 by Cynthia Francis Second motion was made by Lidia Fonseca Motion carried</p>
5. Old Business	No discussion	No action
6. New Business A. Sitting of New Policy Council Members B. Selection of Executive Committee	<p>Next the sitting of new policy council members and approval.</p> <p>Ms. Yanez shared with new policy council the positions needed for committee; Sergeant of Arms, Secretary, Vice President and President.</p> <p>The election of the Executive Committee for PY 2019—2020. Sergeant of Arms: Jorge Cruz volunteered with no other volunteers, Mr. Jorge Cruz</p>	<p>Vote: All in Favor Elected by Acclamation</p>

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	<p>Secretary: Yadira Salazar volunteered with no others volunteers.</p> <p>Vice President: No Nominations, Mayra Rangel volunteered. – Vote all in favor, elected by acclamation.</p> <p>President – Lidia America Puente volunteered to be president.</p> <p>Program CEO Ms. Yanez thanked and recognized current policy council members for their contribution and dedication to serving on the Policy Council Committee.</p>	<p>Vote: All in Favor Elected by Acclamation</p> <p>Vote: All in Favor Elected by Acclamation</p> <p>Vote: All in Favor Elected by Acclamation</p> <p>Motions 1st Motion to approve the new policy council members by Veronica Garcia, 2nd Motion by Alberto Esquivel Motion carried.</p>
<p>7. Executive Session</p>	<p>No discussion</p>	<p>No action</p>
<p>8. Setting Date for Meetings</p>	<p>The policy council members decided on the next meeting date October 22, 2019 @ 9:30 am.</p>	

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9. Adjourn	Meeting adjourned at 10:59 AM	Motion to adjourn meeting was made by Mr. Alberto Esquivel Second motion made by Nubya Enriques Motion carried

Approved by: _____
Lidia, America Puente, Policy Council President

Date: _____