

**TRI-COUNTY COMMUNITY COUNCIL, INC.
P.O. BOX 1210; 302 NORTH OKLAHOMA STREET
BONIFAY, FL 32425**

**MINUTES
BOARD OF DIRECTOR'S MEETING
AUGUST 10, 2023**

Tri-County Community Council, Inc., Board of Directors met on August 10, 2023 in a hybrid meeting due to ongoing COVID concerns and to practice social distancing.

The meeting was called to order by Ron Kelley, Chair. Invocation was given and the Pledge of Allegiance was recited.

The roll was called. A quorum was declared with thirteen members present.

<u>PRESENT</u>	<u>SECTOR</u>	<u>PRESENT</u>	<u>ABSENT</u>	<u>STAFF</u>
Isaac Becker	Low-Income Elected	[]	[X]	Joel Paul
Alan Bush	Public	[X]	[]	Sharon Kent
Rickey Callahan	Private	[X]	[]	Heather Craft
Edward Crutchfield	Low-Income Elected	[X]	[]	Hope Sharpe
Clint Erickson	Public	[X]	[]	Kim Gillis
Jeri Faircloth	Low-Income Elected	[]	[X]	
Tara Finch	Low-Income Elected	[X]	[]	
Danny Glidewell	Public	[]	[X]	
Anita Halling	Private	[X]	[]	
Russ Henderson	Private	[X]	[]	
Andrew Hill	Public	[]	[X]	
John Hofstad	Public	[X]	[]	
Ron Kelley	Private	[X]	[]	
Patricia Latson	Low-Income Elected	[X]	[]	
Alex McKinnie	Public	[X]	[]	
Chris Moore	Public	[]	[X]	
Malcolm Nelson	Private	[X]	[]	
Vacant	Low-Income Elected	[]	[]	
Howard Vanselow	Low-Income Elected	[X]	[]	
<u>ATTORNEY</u>				
Jeff Carter		[X]	[]	

Russ Henderson made motion to approve the roll call and Clint Erickson seconded. Motion carried.

May 2023 BOARD MINUTES - the minutes were reviewed, noting a correction in the first sentence to change the month from March to May.

BOARD OF DIRECTOR'S MEETING
AUGUST 10, 2023
PAGE TWO

Tara Finch made motion to approve and Anita Halling seconded. Motion carried.

FINANCE COMMITTEE REPORT – presented by Rickey Callahan, Chair.

Financial Status Reports - the committee reviewed the financial status reports through July 2023 and stated all looked to be in order.

Balance Sheet - reflects the financial position of the agency. The information presented looks good.

Credit Card Purchases - the committee also reviewed the credit card purchases for April through June and stated they were routine with no odd purchases.

Form 941- reflects taxes and wages paid for the second quarter. We had 89 employees at the end of June and paid \$189,630.57 in taxes.

Semi Annual 425 Head Start Report - report shows expenses from December 2022 through May 2023 with \$1,099,206.58 in expenses and in kind collected of \$97,730.12.

Head Start Annual ARP Form 425 FFY 22-23 Report – report shows expenses of \$285,964 from April 2021 to March 2023 with no in-kind requirement.

Head Start Annual CRSSA Form 425 FFY 22-23 Report – shows expenses from April 2021 to March 2023 of \$71,932. The in-kind was waived. Some of this funding was used for employee incentives, a new bus and to improve facilities.

Head Start Annual ACF Performance Progress Report – this report shows the summary of progress and struggles associated with the ARP and CRSSA funding from April 2022 through March 2023.

SF 428 Tangible Property Report – indicates purchases over \$1,000.

Form 5500 – enclosures include two form 5500's. The first is the 2022 short term disability insurance provided by the agency for the employees that runs from January through December 2022. The 2021 Benefit Plan for the 403(b) pension plan is for the period of October 1, 2021 to September 30, 2022. The agency matches up to 5% of the employee's 403(b) contribution.

Pension Audit – Carr, Riggs & Ingram performed a review of records for the 5500 which resulted in no findings.

TD Non-Sponsored Grant Cash Match (10%) - the 10% required cash match was not met for contract ending June 30, 2023. We are looking into ways to ensure match is met in future years.

Edward Crutchfield made a motion to approve and Patricia Latson seconded. Motion carried.

BOARD OF DIRECTOR'S MEETING
AUGUST 10, 2023
PAGE THREE

HEAD START COMMITTEE REPORT – Anita Halling deferred to Kim Gillis, Director to give this report.

The committee discussed the grant application for FY 2024. The written part of the grant was mailed out. Kim stated we are still working on the budget portion of the grant and explained the reasons why:

- Reduction/Conversion for Head Start. The program specialist wants this information included in the new grant with detail of cost before and after reduction and conversion.
- Amend/Increase the number of slots from 40 to 58 due to the struggle of hiring staff and meeting enrollment of children
- Eliminate four 4-year old Head Start classrooms – two each at Westville and Walton centers
- Add two 3-year old classrooms – one each at Westville and Walton centers
- Add two Early Head Start classrooms – one at Westville and one at Walton; in addition to the one opening one at Westville on 8/14/2023
- Change Cost allocation rate from 85% Head Start and 15% Early Head Start to 75% Head Start and 25% Early Head Start
- Reduction of Head Start, 20 of those slots will be converted to Early Head Start.
- Early Head Start cost per child is over \$13,000 with Head Start cost per child being over \$9,000.
- Funding will be used to cover the cost of new slots; leftover funding will be used to increase wages to the \$15 Florida minimum wage amount that caps out in 2026.
- Request for start-up money to outfit infant/toddler classrooms and separate playgrounds
- Use start-up money for years 2-5 to increase security and upgrade playgrounds
- Looking at reducing Westville & Walton centers to one 4-year old classroom at each site since there are qualified VPK programs in the area. We will concentrate on 3-year olds and Early Head Start infants and toddlers. Chipley Head Start has a mixed class of 3 & 4-year olds.

We are not fully enrolled at this time. We are down one classroom at Westville. We have 40 Head Start children enrolled and will have 8 in Early Head Start as of Monday. We are also down one classroom at Walton but are still receiving applications. Mr. Kelley asked as the kids age and move up, do the number of classrooms per corresponding age groups change or remain the same. Kim explained as of now, they stay the same. However, Head Start Performance Standards state if there is a qualified 4-year old preschool, which is VPK here, then we are to let them go there and focus on the 3-year old children. We would still like to keep one 4-year old classroom at each center. Chipley Head Start's classroom is a mixed one with 3 and 4-year olds together. If we do two 3-year old classrooms and one 4-year old, as the children age out, the 4-year old teacher would rotate back to a 3-year old teacher and the 3-year old teacher would rotate up with their class. This is the continuity of care that Head Start wants us to do.

BOARD OF DIRECTOR'S MEETING
AUGUST 10, 2023
PAGE FOUR

Last year, we requested 75% waiver for in-kind with us meeting 25%. We are close to meeting 25% now so we would like to ask for a 60% waiver with us providing the 40%. We were hit hard with COVID because we couldn't allow families in centers. Our plan is to rebuild those relationships resulting in increased in-kind.

In the committee meeting, Anita Halling asked if sign-on bonuses would be allowable in the new grant. Kim said she thought it would be allowable and would check into it.

Kim closed by saying any input from the board members is greatly appreciated and encouraged them to email or call with suggestions or questions.

Rickey Callahan made motion and Patricia Latson seconded. Motion carried.

HEAD START DIRECTOR'S REPORT - Kim Gillis, Program Director gave the following report:

Policy Council met in June and August. Quorums were established at both meetings and all items were approved.

Board Training Topic: Director's Report and Self-Assessment

Kim gave an overview of information provided on the Director's Report that you get every other month elaborating on each item.

The annual Self-Assessment was completed and discussed at the May meeting along with the Program Improvement Plan. We reviewed our data and determined what our program strengths are and where we need to improve.

June Policy Council Meeting:

Presented the following for discussion:

...Policy Council Monthly Training Topic – Monitoring Reports

...Walton County Community Representative Needed

...It's Okay to Put Yourself First – Wellness Event

...Staff needed

...Policy Council Members needed until new ones are seated

...IM – American Indian and Alaska Native (AIAN) Head Start Eligibility Through Tribal TANF

August Policy Council Meeting:

Presented the following for discussion:

...Policy Council Monthly Training Topic – Self-Assessment

...Grant Application & Training Plan

...Non-Federal Share Request

...Cost Allocation Plan

...Ongoing Monitoring Plan

BOARD OF DIRECTOR'S MEETING
AUGUST 10, 2023
PAGE FIVE

...School Readiness Plan

...Strategic Planning Program Goals

...Under enrollment Letter – has been received and will meet with Office of Head Start. We will come up with a plan and have a year to get our enrollment up to at least 97%. At the end of the year, if we did not meet that enrollment, they would reduce our funding for whatever number we were serving at that time. However, since we have already started the reduction/conversion request, we are hopeful this will allow us to keep all of our current funding as they've been doing. Dates for the meeting have been submitted and we are waiting for response.

...Policy Council Members still needed until new ones seated

...IM- Treatment of Rebates, Refund, Discounts, and Similar Cost Savings

...IM – Fiscal Year 2024 Monitoring Process for Head Start/Early Head Start Recipients

HEAD START POLICY COUNCIL REPORT – Kim Gillis also gave the report by request of Anita Halling, Head Start Board Liaison.

June Approvals (All items mailed)

...May minutes

...Center Request – EHS \$250 for Father's Day Event & End of Year Celebration

...Director's Report

Policies

- Social Media
- Cellular Phones
- Communications with Parents
- Monitoring Program Performance

Hires

Tiffany Williford – EHS Teacher in Training

Sheila Oliva – Transfer from Walton to EHS Teacher

August Approvals (All items mailed)

...June minutes

...Director's Report

Policies

- Child Safety
- Diapering & Toileting
- Safety Training – Staff with Regular Child Contact
- Short-term Exclusion
- Sudden Infant Death Syndrome & Infant Sleep Arrangement
- Bus Evacuation
- Policy Council Election & Service
- Children at Work
- Code of Conduct/Ethics & Classroom Conduct

**BOARD OF DIRECTOR'S MEETING
AUGUST 10, 2023
PAGE SIX**

- CDA Requirements
- CDA Credential Renewal
- Volunteers
- Petty Cash
- Quarterly Newsletter
- Delete – Press Coverage
- Delete – Telephone Tree
- EHS Home-based Change of Address
- Eligibility
- Attendance Addresses Chronic Absenteeism & Tardiness
- Providing Information, Support and Referrals to Children & Families
- Filling Vacancies & Change of Status
- Emergency Contacts
- Parent & Families Engagement & Involvement
- Parent Conference
- Home Visits
- Transition from EHS
- Baseline Grant Application with Training Plans
- Non-Federal Share Waiver Request
- Ongoing Monitoring Plan
- School Readiness Plan
- Cost Allocation Plan
- Head Start Criteria Sheet
- Early Head Start Criteria Sheet

Hires/Transfers

Tacheryl Jackson – Chipley Teacher Assistant

Stephanie Bradshaw – Westville - from HS Teacher to EHS Teacher

Carrie Hyde – Westville – from HS Teacher to EHS Teacher

Sheila Oliva – Walton – from HS Teacher to EHS Teacher

Anita Halling made a motion. Alan Bush seconded. Motion carried.

PROGRAM REPORTS - presented for information.

COMMUNITY SERVICES CUSTOMER SATISFACTION REPORTS - presented for information.

EXECUTIVE DIRECTOR REPORT - Joel Paul reported the following:

With the pending retirement of our long-time Transportation Director, Mrs. Inez Cassidy, we have advertised and hired Jeff Platt to transition into the role in the near future. He began work this week. He is local to the area and has worked with the state of Florida. We welcome him on board.

BOARD OF DIRECTOR'S MEETING
AUGUST 10, 2023
PAGE SEVEN

In previous meetings, we discussed some financial issues with the Department of Economic Opportunity. Our payments had been held up due to the state overspending their budget authority. These issues appear to be resolved. As of July 1st, the department has been renamed the Department of Commerce by the Governor, has undergone staff turnover and assumed new leadership with a new Director.

We receive the CSBG and LIHEAP funding through the Department of Commerce. We had acquired 7 FEMA trailers that were used for Hurricane Michael. We have been trying to dispose of them and it appears we are getting closer to getting them off of our property and into the hands of other groups or agencies that can put them to good use.

Since February, staff has wrestled with finding better solutions with insurance plans, especially health insurance. We were able to lock in the Health Insurance at the same rates as the previous year by taking advantage of a “no shop option” which we were extremely thankful for. Other plans like Auto, Workers Compensation and Property were close to being nailed down with a new carrier after several months of work. Unfortunately, as of this week, the new coverage has not been completely settled even after consulting with our attorney. The biggest issue is not being able to cross state lines with our vehicles.

2022-23 Strategic Plan Update – included in the board packet. We update strategies the organization will or would like to update in response to issues in society that affect the agency. It helps us to proactively identify problems and alleviate them when we experience them. Joel Paul gave review of each item and opened for discussion. There were no questions.

This concludes the Executive Director report.

Rickey Callahan made a motion. Edward Crutchfield seconded. Motion carried.

CHAIR REPORT – Mr. Kelley reported on the following:

Executive Director's annual compensation & evaluation was performed. It should come as no surprise, Mr. Paul scored very high. His leadership has produced a fabulous agency. Mr. Kelley also commended staff stating they are the most dedicated he has ever encountered.

Rickey Callahan made a motion to approve the Executive Director's evaluation and compensation package. Alex McKinnie seconded. Motion carried.

Mr. Kelley reminded members that we still have a vacancy on the board. We need a Bay County Low-Income Representative. We need to fill that vacancy to ensure that group of individuals are represented.

NEW BUSINESS – included in board packet as separate enclosures

The FCTD Monitor Report & Response was referenced. There were no questions.

Tri-County Community Council, Inc.

P O Box 1210

302 North Oklahoma Street

Bonifay, Florida 32425

Finance Committee Meeting

August 10, 2023

4:15 p.m.

Agenda

1. Financial Status Reports (Final through 7/31/23) (Multi on White) –
2. Balance Sheet (White) –
3. Credit Card Purchases (Green) –
4. Second Quarter 941 (Yellow) -
5. Semi-Annual Head Start SF-425 FY 22-23 (Pink) –
6. Final Head Start SF-425 ARP (Blue) –
7. Final Head Start SF-425 CRRSA (Lilac) –
8. Head Start Annual ACF Performance Progress Report (Yellow) –
9. Head Start SF 428 Tangible Property Report (Pink) –
10. Form 5500 (Flexible Benefits & 403b Plan) Audits (Separate Enclosure)
11. TD Non-Sponsor Grant Cash Match (10%) -
12. Adjourn

TRI-COUNTY COMMUNITY COUNCIL, INC.
FINANCE COMMITTEE
August 10, 2023

SIGN-IN SHEET

_____ Rickey Callahan

Edward Crutchfield Edward Crutchfield

_____ Howard Vanselow

_____ Chris Moore

Heather Craft Heather Craft

Hope Sharpe Hope Sharpe

Tri-County Community Council, Inc.
P.O. Box 1210/ 302 N. Oklahoma St.
Bonifay, FL 32425

Board of Director's
Finance Committee Meeting Minutes
August 10, 2023
4:15 p.m. at Senior Center

Members Present

Edward Crutchfield
Howard Vanselow via Google Meet
Rickey Callahan via Google Meet

Members Absent

Chris Moore

Staff Present

Heather Craft
Hope Sharpe

The following are items the Finance Committee reviewed:

- Financial Status Reports
- Balance Sheet
- Credit Card Purchases
- Second Quarter 941
- Semi-Annual Head Start SF-425 FY 22-23
- Final Head Start SF-425 ARP
- Final Head Start SF-425 CRRSA
- Head Start Annual ACF Performance Progress Report
- Head Start SF-428 Tangible Property Report
- Form 5500 (Flexible Benefits & 403b Plan) Audit
- TD Non-Sponsor Grant Cash Match (10%)

Mrs. Craft opened the meeting.

Financial Reports: This report shows all the grants that we have that are in operation.

Balance Sheet: Mrs. Craft explained that it shows the financial position of the agency. The report lists our assets and liabilities.

Credit Card Purchases: No odd purchases, but we do anticipate our Wright's Express to go up with the increase in gas prices.

Second Quarter 941: This is our quarterly federal tax return. In June we reported 89 employees and we paid \$189,630.57 in taxes for the quarter.

The next 5 reports are all Head Start reports and are filed with the Regional Office of Head Start.

- **Semi-Annual Head Start Form 425:** This is for the current grant that we are in and it shows our expenses from December 2022 - May 2023. The expenses for that time period were \$1,099,206.58. We collected \$97,730.12 in in-kind.
- **Final Head Start SF-425 APR:** This was a grant we received during COVID. This report shows that our expenses from April 2021 – March 2023 were \$285,964.00. We were able to spend all of the funds. We were not required to collect in-kind.

Tri-County Community Council, Inc.
P.O. Box 1210/ 302 N. Oklahoma St.
Bonifay, FL 32425

- **Final Head Start SF-425 CRSSA:** This grant was also issued during COVID and has ended. It shows that our expenses from April 2021 – March 2023 were \$71,932.00. We were not required to collect in-kind. With the ARP & CRSSA grants we were able to give incentives to our employees as well as purchase a bus and upgrade some of our centers.
- **Head Start Annual ACF Performance Progress Report:** This report is for the period of April 2022 – March 2023. It summarizes the progresses and struggles with the projects associated with the ARP & CRSSA funding.
- **Tangible Personal Property Report SF-428:** This report shows any tangible items (over \$1,000) that were purchased during the funding period for the ARP & CRSSA grants.

Form 5500: The 2022 Benefit Plan is from 01/01/2022 – 12/31/2022. The agency provides short-term disability insurance to the employees. There were 87 active participants and the agency paid \$35,631.00 in premiums.

The 2021 Benefit Plan is for the 403b Pension Plan for the period of 10/01/21 – 09/30/22. There were 115 active participants. This includes former employees who are still on the plan. The agency contributed \$83,012.00 towards the plan. The agency will match up to 5% of the employee's contribution.

Pension Audit: Carr, Riggs, and Ingram audited our pension plan. It confirms everything that was on our 5500 report. There were no findings.

TD Non-Sponsor Grant Cash Match (10%): Mrs. Craft noted the grant ended June 30th. At that time we had not met our 10% cash match. We are still struggling in Santa Rosa County, as they did not allow us to use the CRSSA money as match, as we previously had. We are looking for ways to meet the match going forward.

Meeting adjourned.

Respectfully submitted:

Hope Sharpe

Enclosure:

Sign In Sheet
Agenda

Tri-County Head Start/Early Head Start
Board of Directors
Head Start Committee Meeting
August 10, 2023

AGENDA

Discussion on the following –

Baseline Grant including reduction/conversion
60% Non-Federal Waiver
Staff Training Plans
Strategic Planning Program Goals

Adjournment

Sign-in

Anita Halling - Zoom

Malcolm Nelson - Zoom

Kim Gillis - In person

Cameron Holmes - In person

**TRI-COUNTY COMMUNITY COUNCIL, INC.
302 NORTH OKLAHOMA STREET
BONIFAY, FL 32425**

HEAD START COMMITTEE MINUTES

August 10, 2023; 4:15 p.m.

Members present: Anita Halling, Malcolm Nelson

Member(s) absent: Patricia Latson

Staff Present: Kim Gillis, Cameron Holmes

Kim opened the meeting by discussing the Baseline Grant. The majority of the budget side of the grant is finished. A few months ago, the Board approved the reduction/conversion, to reduce some Head Start slots, and convert those slots to Early Head Start. We have not heard much on this in the last few months, so we spoke with the Program Specialist and asked if we should write the grant with the reduction/conversion in mind. She said to go ahead and write the grant with the reduction/conversion in mind, and we would withdraw the application that was previously submitted. This changed the way the budget part of the grant will be written.

We were originally going to reduce 40 slots for Early Head Start, but we are looking to reduce more like 58. We are having a hard time hiring staff as well as getting enough children enrolled. This would put us with 20 slots in Chipley, 51 in Westville, and 71 in Walton. In doing the reduction/conversion, we have to look at the individual costs. For example, if we will be reducing a Teacher position, then the budget needs to show how much the cost was and what the difference is when you convert it from Head Start to Early Head Start. It has to be very detailed, and that is still in progress. This does not change the amount of money we are asking for in regards to the whole grant, it only changes how much of the budget will go to Head Start versus Early Head Start.

Our goal, if we can get this approved, is to reduce the number of children at Head Start, and use that cost savings in part towards the Early Head Start conversion. We are looking to add 12 slots there, so we would add 2 Early Head Start classrooms. Right now we have 4 classrooms, counting Westville. For example, Early Head Start may cost \$13,000 per child whereas Head Start's cost per child may be \$9,000. So we would need to accommodate for that extra cost for Early Head Start; where we provide things like diapers and all those things we don't use with Head Start. In that regard, the grant has to be very specific as to what positions are being eliminated; what the cost is for supplies, insurance, the building, and cost allocation. With all of these changes, re-working the grant has been a bit difficult. For that reason, you don't have the entire budget part because we are adding in the conversion/reduction cost changes, but you do have the majority of the written parts of the grant.

All of this will be included in the Baseline Grant. Our grant periods are 5 years, and we are ending this period on November 30th. December 1st will be the start of our new 5-year period. We are hoping that if they will approve this reduction/conversion, then we be able to use any additional money left over from the Early Head Start conversion, and put it towards competitive salaries for our staff. The start-up costs with the Early Head Start conversion will go towards setting up the classrooms with the supplies we would need, as well as small toilets and sinks. Every year after that, I have to account for what the start-up money will be used for. We already talked about salary increases for staff. Additionally, we are looking at possibly making some upgrades to our playgrounds, updating the security system, and working on general maintenance. So with those last 4 years of the grant, these are the things we would ask to use that money for.

Any time that we do a grant, we have to increase our In-Kind. Last year, we asked for a 75% waiver, and we were granted it. So, we only had to raise 25% this year, and we have almost met that goal. But, with all of these changes we are making and the struggles that we are still having, I would like to request a 60% waiver, that way we would try to raise 40%. If the Board will approve it, then that is what I plan to ask for.

Next on the agenda is the Staff Training Plan. Back in May, I presented to the Policy Council and the Board Members our training plan and it was approved with no changes. But with our training plan for our staff, we now have to look at the cost for training Head Start and Early Head Start with this conversion we are planning. I was looking at the Head Start Act for what percent of your budget goes towards training, and it was between 2.5%-3% of your budget. This will all be taken into account for Head Start and Early Head Start; where Head Start's will be lower and Early Head Start's will be higher. The Training Plan I sent out is the list of the trainings we would like to attend this year. We may not be able to send as many people, or we may have to bypass one of the trainings once we get the budgets figured out. Once we submit those figures, that money cannot be moved; it can only be used for training.

The last thing on the agenda is our Program Goals. You should have received that in your mail-out. We had some Strategic Planning Meetings and one of our teachers took on the task of reaching out to staff for input. We decided we wanted to focus on 3 goals; children, staff, and families. We want to make sure the children are ready for their next steps when they leave us. With staff, we want to focus on making sure they feel appreciated and valued. With our families, we want to reconnect with them. Ever since Covid, our families are not coming in as much. Before Covid, we had all these different things going on at the centers and we would really like to get back to the basics this year and work towards how we used to be; bringing the families back in to the center and building those relationships. There will be objectives and action steps for these goals, and when you get a chance to look over that plan you will see those. Currently, our third goal, focusing on families, only has one objective, so we are still working on possibly adding a second objective.

I wanted to make sure you saw that and get your input. We got a bit of input from the Policy Council. Kim asked the Board Members if they have any input on any of the agenda items we have discussed. Anita Halling questioned whether any of the funding could be used for sign-on bonuses for new hires. Kim had not looked into that possibility yet, but would take it into consideration as she is completing the funding side of the grant. Anita Halling then asked if student loan forgiveness is still given if they teach for 10 years, which Kim Gillis confirmed was correct. Anita Halling approved of the changes discussed, specifically the 60% waiver. Anita Halling questioned how the budget is allocated; if Kim determines which program gets a certain amount of money or if she is just given the figures to work with. Kim confirmed that she does not determine the amount of funding they receive. For example, Head Start receives \$2,145,477.00 and Early Head Start receives \$519,701.00. They tell us how much of that money can be used for training. For Head Start, it has been \$22,316.00 and for Early Head Start it has been \$10,041.00. So they tell us how much money goes to each program, and that is what we go with.

We have noticed that with our Westville and Walton Head Starts, with the lower enrollment rates, we have one classroom at each center that is not currently open. So what we are looking at doing at Westville is having two 3-year-old classrooms and one 4-year-old classroom. The Head Start Performance Standards state that if there is a qualified Preschool, which is our VPK, that we are to let the 4-year-olds go there and focus on our three-year-olds. With this plan, we would still be mainly focusing on our three-year-olds, but we would also be able to utilize continuity of care, in that we would have this year's three-year-old teacher roll over into the 4-year-old classroom next year. At Walton, we would like to have three 3-year-old rooms and one 4-year-old room, with that same idea of continuity of care. We've noticed that a lot of our 3-year-old students have left to go to VPK. We understand that there is a bus that can pick them up and they already have siblings that go there, so we understand the appeal, but we simply cannot offer door-to-door pickup. It does make it difficult on us, but this is why we are pushing to reduce more than that initial 40 slots. Anita Halling agreed that reducing more slots was a good idea.

Malcolm Nelson stated that everything that was discussed sounded good, but that he specifically liked the idea of including a sign-on bonus for new hires.

Kim discussed if she or Anita Halling will discuss the information at the Board Meeting, and Anita confirms that she would prefer Kim presents the information. Kim also offers to start sending the information from the Policy Council Meetings to Anita, since they meet more often than the Board and there is more information that Anita can start looking at between the Board Meetings. Anita confirms that she would like to receive those notes, as it will give her more opportunity to see engagement in the meetings.

Kim thanked the Board Members for their discussion during the meeting. The meeting adjourned at 4:34 p.m.

Recorded by: Cameron Holmes 08/10/2023