

MINUTES FOR THE JANUARY 19, 2015 BOARD MEETING

CALL TO ORDER:

Meeting was called to order at 6:27 pm by President Gidget Macke.

ATTENDANCE

BOARD

Gidget Macke
Stacey Jones
Christy Stith
Summer Stephens
Kelli Tavegie
Michelle Sweet
Summer Stephens

STAFF

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|-----------------|-------------------------|
| Jane Rhoades | Executive Director |
| Francie Gregory | Business Manager |
| Jamie Beastron | Family Svc. Coordinator |
| Sarah Thompson | Preschool/Child Care |
| Kim Bock | Sp. Ed Coordinator |

Mark Sylte, CPA presented the FY'14 Audit Report to the Board for their consideration. Mark reported that the Audit went well and we ended the year favorably.

AGENDA

Jane added discussion of budget for next year.

APPROVAL OF DECEMBER MINUTES

January minutes approved via e-mail. (Michelle, Stacey, Gidget, Summer, Kelli, Christy)

Summer presented the possibility of Weston County School Dist. #7 donating a bus to the Upton Preschool. The bus would be used to transport children to preschool as needed and field trips. The proposal was favorably received by the Board.

BUSINESS MANAGER'S REPORT

There was not a P&L as Francie just closed Fiscal Year 14 at the end of the audit. Voucher list for December was given to the Board. Christy asked about #25197 to Leighton Construction was for snow removal in November. She also asked about #25212 to Brian Middendorf. This was for mileage paid to a parent in November. #25201 to Philadelphia Insurance was questioned by Kelli, wanting to know who this company is.

Michelle moved to approve the voucher list. Kelli seconded. Motion carried.

REGION III /SPECIAL ED

Jamie presented a report on the implementation of the therapeutic listening program for several children with sessions based on individual needs of each child. Special Education therapists have noticed huge results with all the children using program. Improvement in attending to tasks, eating skills, eye contact and language have been observed. New music is going to be introduced soon. A change in music is required every 2 weeks.

Kim reported that mini screenings dates will be set at the next Region III staff meeting.

PRESCHOOL/CHILD CARE COORDINATOR

The Preschool and enrollment reports were given to the Board Members for their consideration. Gidget asked Jane if Moorcroft had one. Jane said, as of 5:00, she still had not received it. Jane will visit with Alyson again.

DIRECTOR'S REPORT

Jane reported on the Daniels Fund Grant for facility renovations. Kelli asked about the security system, will interior cameras be included. Jane said at this time it is exterior cameras only. John Keller is redoing his bid on the lighting fixtures as his first bid included the Special Education addition and upgrades that we don't need at this time. Haagen Glass from Rapid City is also redoing their bid to include all exterior doors of the old part of the building. Bids for repairing the sheds and new roofing have been received. Jane is hoping to have all renovations completed by the end of June..

The Medicaid and insurance report was given to the Board. The billing for Medicaid and insurance has been completed through December.

Jane informed the Board that we have not received a contract yet for the Early Childhood Community Partnership Grant, but have received a letter stating the amount of funds we will receive.

Revised Personnel Policies were reviewed with Jane going through Hourly and Administrative Policy changes for the Boards consideration.

Kelli moved to approve the changes to the Personnel Policies. Stacey seconded. Motion carried.

Jane presented a Kindergarten Readiness Framework for Upton to the Board. The framework contains the action, persons involved and a timeline to completion.

Jane reported that the Center will receive \$19,000 from the Festival of the Trees event. 100% of the funds will go toward matching funds for the Daniels Fund Grant Application..

Summer brought to the Board's attention the upcoming Festival of the Tables in Upton. The funds raised will go toward equipment and improvements at the city park. There will be silent auction items as well as a live auction. Summer mentioned that there will be a Silent Auction item/s for a scholarship to the Upton Preschool. Summer felt this would be a good way to raise awareness about the preschool in Upton. A table can be purchased for \$175 or \$25 for a seat at a table.

Jane relayed an employee request from Becky Clyde to take a one year leave of absence to complete her special education degree.

Jane informed the Board of some items in the upcoming budget that are areas for cuts or increases. In Upton the possibility of moving Cheri Claycomb to the 4/5 teacher and director position and Judy only Special Education. The Moorcroft Preschool may have the opportunity to be relocated to the new Elementary School. This would eliminate rent payments. Physical therapist will now be billing us for all of her paperwork time thus increasing PT costs.

Jane also reported that medical insurance for staff will increase 13% in February.

Jane's annual evaluation was given to her.

The next meeting will be Monday, February 23rd.

There being no further business, Gidget adjourned the meeting at 8:04 pm.

Respectfully Submitted By,

Sarah Thompson
Preschool/Child Care Coordinator