

JCFS Minutes – February 20, 2019

Jasper County First Steps (JCFS) board meeting was called to order February 20, 2019 at 8:05 a.m.

### **Call TO ORDER**

Ms. Delores Dunham

### **ATTENDANCE**

Board members present: Delores Dunham, Tom Balliet, Maribel Laura Sanchez, Constance Martin-Witter, Pamela Rose, Dave Mitchell, Duchett Polite Hylton, Mildred Davis, Kenneth Bell

Conference call: Darlene Burroughs, Eleanor Hazel, Maddie Wideman

**WELCOME/INVOCATION** given by Rev. Mitchell

### **MINUTES**

Dr. Balliet moved for the approval of minutes dated February 20, 2019. Motion seconded by Rev. Mitchell. No questions, board voted for approval. Minutes from August 15, and October 17, 2018 were moved for approval by Ms. Hazel and seconded by Rev. Mitchell. No questions, board voted for approval.

### **TREASURER REPORT**

February 12, 2019

As of February 20, 2019 payroll budget has not been paid for December 2018 or January 2019.

### **RENTAL**

First Steps must pay 25% of the total expense for the rental of the district building. The annual rental amount is \$9800. The remaining 75% of the total rental is given to JCFS as in-kind donation.

### **BUDGET CARRYOVER**

First steps can carry forward 30% of it's state allocations which is \$30,000. JCFS will probably carry over \$20,000 to \$23,000 to the next fiscal year.

### **SCHOLARSHIPS**

Jasper County First Step (JCFS) Office has fully engaged our scholarships for this year. 75% of the budget must be spent in evidence-based programs. JCFS may not provide scholarships going into the new fiscal year unless we have PAT families that qualify. Presently we have one PAT qualified family. Each scholarship is \$3500. JCFS will continue to investigate potential scholarships for next year. Not offering Scholarships will not negatively impact JCFS's state assessment. Monies not used for scholarships can go into other programs. Not having qualified A or B infant centers in Jasper County has impacted all of JCFS's programs.

### **District Collaboration**

JCFS's executive director is working with Dr. Stevenson with the Countdown to Kindergarten program. Collaborating efforts are to identify both students and teachers that will participate. Another collaborative program is Child Find, a program for pre-K, kindergarten and younger children that may be in the home. JCFS's staff will also work with the school district's guidance counselors to identify teen parents that may need services. Board chair discussed the Glasscho Hope Wellness program was discussed as a benefit for the families serviced by JCFS.

### **PROGRAM REPORTS**

Board Leadership Summit April 9, 2019 in Charleston SC registration will be paid by JCFS for all board members that would like to attend.

Growing Healthy Families Community Fun Day, will be held on May 18, 2019. The venue will be the Children Wagon Branch Center. Board support and volunteer services are much needed.

Child Abuse Prevention Month will be April 12, 2019. Starting at 10:00 a.m., DSS will sponsor a walk-a-thon on April 26, 2019. There also will be a community extravaganza in the park starting at 5:00 p.m. Fun and food for all ages. First Step will have a booth present in the park.

## **NEW BUSINESS**

The Executive director requested to move the board meeting to Tuesday April 16, 2019 instead of a Wednesday April 17, 2019 starting at 8:00 a.m. The board approved the change. During this meeting, the board will examine the FY20 renewal and complete the annual board elections.

Community Fun Day information will be shared in the near future.

JCFS has invited other agencies to participate and be present at this community event.

### **Mileage Rate**

The mileage rate for FY 19 has changed. The South Carolina new rate starting January 1, 2019 will be 54.0 cents per mile. A decrease from 54.5 cents per mile. The board can approve to keep the mileage rate at 54.5 cents per mile. The board renewal package will show both amounts. The partnership will have to approve the mileage rate for FY 19. Any increase over 54.0 cents will have to be paid out of private money.

The NAEYC conference will be June 1-6, 2019 in Long Beach CA. The executive director asked for a daily rate increase of \$66 for 3 staff members. A difference of \$41 per day. The \$41 will come out of private money. The total for the six days at the federal rate will be \$396. The state will reimburse \$150. \$246 will have to from private money. The board approved to increase the NAEYC conference daily rate to \$66.00.

Countdown to Kindergarten Is having problems recruiting teachers. Teachers do not want to give up their summer to work 6 weeks in the summer. The mileage Per diem will not work for teachers that do not live in the Ridgeland school district area. The board approved to increase the teacher's stipend to \$100 per day per child. A total amount per teacher will be \$500.00. An incentive is to have each teacher make a wish list up to \$200 and JCFS will purchase items for their classroom. The board agreed the incentive is a good idea.

### **The Angel Tree**

\$2365 was donated to the Angel Tree project. A total of 42 families received Christmas gifts. The families were very excited

### **Audit**

No findings. Everything is good. A full audit is available upon request.

Meeting adjourned 9:15 a.m.

Minutes submitted by Constance Martin-Witter, Secretary