



**Board of Directors
Notice of Meeting**

**MONDAY, FEBRUARY 24, 2025
HYBRID: Via Zoom & 913 Georgetown Street, Lexington, KY 40511
6:30 P.M. BOARD OF DIRECTORS MEETING**

This month's board meeting will be conducted in a hybrid fashion utilizing Zoom. You can join the meeting in-person or from a computer with a camera and microphone (most laptops have both). You can also join through an iPad or smart phone. You can download the Zoom app. We are providing a few Council iPads to members and they will receive instructions with the iPads.

Please plan to join the meeting by 6:15 p.m. Monday, February 24, 2025, so we can start at 6:30 p.m. If you have any problems connecting, call the office at 859-233-4600, and then press extension 6133. Staff from the IT department will be on hand to help.

Join Zoom Meeting

<https://commaction-org.zoom.us/j/85438021917?pwd=VRjUWxagHf2MEbDG2KpbBCi9bCn1Dx.1>

Meeting ID: 854 3802 1917

Passcode: 522589

One tap mobile

+13126266799,,85438021917#,,,*522589# US

TO REQUEST AN EXCUSED ABSENCE

Camisha Powell: 859-233-4600, Ext. 1237 OR

camisha.powell@commaction.org

****PLEASE MAKE THESE REQUESTS BEFORE MONDAY 02/24/2025****



**BOARD OF DIRECTORS - REGULAR MEETING
6:30 P.M. – MONDAY, FEBRUARY 24, 2025
AGENDA**

1. **Call to Order, CAC Promise, Roll Call, Introduction of New Board and/or Staff Members***
 - Kimberly Baird, Chairperson
2. **Adoption of the Agenda (February 24, 2025) ****
 - Kimberly Baird, Chairperson
3. **Approval of Minutes of (January 27, 2024) ****
 - Michele C. Lee, Secretary
 - Camisha Powell, Executive Assistant to the Director
4. **Executive Director’s Report***
 - a. Strategic Planning Updates
 - b. Legal Update
 - Sharon Price, Executive Director
 - Steve Amato, McBrayer PLLC.
5. **Committees of The Board****
 - a. **Executive Committee**
 1. 2025 Board Committee Appointments
 - Kimberly Baird, Chairperson
 - Sharon Price, Executive Director
 - b. **Personnel Committee**
 1. None.
 - Connie Godfrey, Chair
 - Bridgett Rice, Director of Human Resources
 - c. **Grant and Fundraising Development Committee**
 1. Report
 - Tim Feld, Chair
 - Melissa Tibbs, Director of Sustainability
 - d. **Evaluation and Planning Committee**
 1. **Head Start Action Items**
 - (a) Regional/SCHS/EHS-CCP/MXP 2025-2026 Education Selection Criteria
 - (b) 2025-26 Regional Expansion Budget Continuation and NFS Waiver
 - (c) 2025-26 Regional Expansion T&TA Plan & Budget
 - (d) SCHS Powell County Construction Funding Extension Request
 - (e) Health and Safety Funding Reallocation Ratification
 2. **Other Approvals (Action Items)**

(a) None.

3. **Discussion Items**

(a) None.

4. **Informational Items**

(a) Fiscal Year 2025 Monitoring Process for Head Start Recipients

(b) One Lexington Audit Article

(c) The Prep Academy at Red Mile Inspection Report

(d) The Prep Academy at Red Mile No Deficiency Letter

(e) The Prep Academy at Chrysalis 1/6/25 License Inspection Letter

(f) The Prep Academy at Garrard 1/6/25 License Inspection Letter

(g) The Prep Academy at Garrard 1/8/25 License Validation Letter

(h) The Prep Academy at Laurel 1/7/25 License Inspection Letter

(i) The Prep Academy at Nicholas 1/2/25 KY All STARS Approval Letter

(j) The Prep Academy at Red Mile Licensing Report and Inspection Letter

(k) CSBG Annual Report 2nd Quarter

(l) Improper Payment Notification Letter

(m) 2024-2025 Family Outcomes Pre & Mid Assessments

(n) 2024-25 Regional HS/EHS Child Outcomes Mid-Assessment Data

(o) 2024-25 South Central Child Outcomes Mid-Assessment Data

(p) 2024-25 EHS-CCP Child Outcomes Mid-Assessment Data

(q) Combined Program Goals for HS/EHS Programs

5. **Center Activity Informational Items***

(a) Estill County (911, gross motor fall)

(b) Harrison County (bruises on bottom)

----Art Crosby, Chair

----Melissa Tibbs, Director of Sustainability

----Jessica Coffie, Director of Child Development

----Kesha Richardson, ERSEA Director

e. **Finance Committee**

1. **Financial Reports**

(a) Consolidated Balance Sheet, January 2025 (Action Item)

(b) Financial Statement, January 2025 (Action Item)

(c) Head Start Budget Detail, January 2025

(d) Accounts Receivable, January 2025

(e) Financial Statements for Winter Care, January 2025

(f) Financial Statement for Shepherd Place, December 2024

(g) Credit Card Statements, January 2025

(h) Health Trust, January 2025

2. **Budget Amendment (Action Items)**

(a) SCHS Powell County Construction Funding Extension Request

See #5.d.1.d

(c) Health and Safety Funding Reallocation Ratification

See #5.d.1.e

3. New Budgets (Action Items)

(a) Restricted Funds Combined Budgets 2025-26

(b) Management and Support Services Non-Federal FY 2025-26 Budget

(c) 2025-26 Regional Expansion Budget Continuation and NFS Waiver

See #5.d.1.b

(d) 2025-26 Regional Expansion T&TA Plan & Budget

See #5.d.1.c

----Richard Heine, Treasurer

----Denotra Gunther, Assistant Treasurer

----Sharon Price, Executive Director

----Steven Gravitt, Chief Financial Officer

f. Audit Committee

1. None.

----Connie Godfrey, Chair

----Steven Gravitt, Chief Financial Officer

g. Nominating and Recruitment Committee**

1. None.

----Richard Heine, Chair

----Sharon Price, Executive Director

----Camisha Powell, Executive Assistant to the Director

6. Shared Governance Training**

a. Approved Board Minutes: November 2024

b. Approved Policy Council Minutes: November 2024

c. Nutrition Incentives

----Sharon Price, Executive Director

----Jessica Coffie, Director of Child Development

----Laura Sheffield, Associate Director of Child Development

7. Operations Reports –January 2025**

8. Comments and Announcements*

9. Public Comment*

10. Adjournment

*VERBAL / **ENCLOSED / ***HAND-OUT