

**CABARRUS PARTNERSHIP FOR CHILDREN  
BOARD OF DIRECTOR'S MEETING  
TUESDAY, March 15, 2016**

The Board of Directors of the Cabarrus Partnership for Children met on Tuesday, March 15, 2016 at 12:00 a.m. at Long Preschool Center. Robbie Furr presided over the meeting.

**These board members were present:**

- |                    |                    |
|--------------------|--------------------|
| 1. Gale Coor       | Government         |
| 2. Amos McClorey   | Services           |
| 3. Rob Betler      | Community/Business |
| 4. Hilary Smith    | Services           |
| 5. Maureen O'Bryan | Services           |
| 6. Robert Furr     | Government         |
| 7. Steve Morris    | Government         |

**Quorum was established**

**These board members were absent:**

- |                            |                                       |
|----------------------------|---------------------------------------|
| 1. Jeanne Dixon            | Community/Business                    |
| 2. Denisha Torrence-Nesbit | Government                            |
| 3. Laura Baker             | Community/Business                    |
| 4. Yolanda Simms           | Community/Business (leave of absence) |

**These staff members and guest were present:** Stephanie Bynum, Mary Beth Gilbert, and Ann Benfield

Robbie Furr welcomed everyone to the meeting and thanked them for attending.

**Action Item:**

**Minutes of Previous Meetings**

Robbie indicated the minutes of the January 26, 2016 & February 23, 2016 meetings had been emailed for the board's review.

**\*Approval of Minutes for January 26, 2016 & February 23, 2016**

The minutes of the January 26, 2016 & February 23, 2016 as submitted:

- |                   |               |
|-------------------|---------------|
| Motion:           | Amos McClorey |
| 2 <sup>nd</sup> : | Hilary Smith  |
| Abstentions:      | None          |
| All in favor      |               |

**Information Only:**

**FY 14-15 Performance Based Incentive System (PBIS) and 2<sup>nd</sup> Quarter Evaluation Report**

Beth Gilbert presented the results for the FY 14-15 Performance Based Incentive System (PBIS) Report and stated the Partnership was high performing in all mandatory criteria and below minimum in two non-selected criteria (NAEYC Accreditation, and Teacher Education for Family Home Providers). Beth also report the 2<sup>nd</sup> Quarter Evaluation Report and stated all programs seem to be on target to meet goals.

**Action Item:**

**Program Oversight Committee Recommendation**

Ann Benfield reported the recommendations from the Program Oversight Committee for Smart Start Programs for FY 16-17.

Ann stated in June, 2015 the board approved the Smart Start Subsidy priorities:

- Teens Moms
- Bilingual Preschool
- Wrap Around Care NCPK
- Add on Siblings

Per the State Subsidy Guidelines, Local Partnership Boards are allowed to approve local Smart Start Subsidy Guidelines specific to their county.

We are following the State Subsidy Guidelines for our Smart Start Subsidy Program, with these modifications:

- No parent fees for the Bilingual Preschool
- Providing subsidy enhancements for other participating child care facilities as we did last year, so they can continue to provide a quality environment for our children.
- Bilingual Preschool will operate 6.5 hours a day for 10 months.

**All other Smart Start Programs will be continued for FY 16-17, per the two year bid cycle approved by the board of directors in FY 15-16.**

Other programs Staff have considered for FY 16-17 based on community discussions:

Strengthening Families™

Strengthening Families is a research-informed approach to increase family strengths, enhance child development and reduce the likelihood of child abuse and neglect. It is based on engaging families, programs and communities in building five protective factors:

- Parental resilience
- Social connections
- Knowledge of parenting and child development
- Concrete support in times of need
- Social and emotional competence of children

**ABC - Attachment and Biobehavioral Catch-Up (ABC) Intervention**

The ABC Intervention is a training program for caregivers of infants and young children up to 24 months old, including high-risk birth parents and caregivers of young children in foster care, kinship care (such as a grandparent raising a grandchild), and adoptive care.

The ABC Intervention is designed to help parents provide:

- Nurturance even when children do not appear to need it
- Mutually responsive interactions in which caregivers follow children’s lead
- Care that is not frightening or overwhelming to children, such as refraining from verbal threats

If funding is available, further investigation will occur with our community partners on these new programs. **Any other recommendations for FY 16-17.**

**Rob Betler moved to accept the Program Oversight Committee recommendations for Smart Start Programs for FY 16 - 17.**

All were in favor.

**Head Start Budget Revision and Financial Report**

Rob Betler presented the Finance Committee’s recommendation for the Head Start Budget Revision for FY 15 -16

SF242A	Description	Proposed Budget	Budget Before Revision	Amount of Change	Comments
2	<b>Federal Training and Technical Assistance</b>				
	CLASS Certification				
	Class Observations - Contracted				
	ERSEA Consultant	20,279.00	20,279.00	0.00	Amount Mandated by Grant
	Child Plus Additional Training				
	Playground Safety				
	Consultant/Design				
		<b>20,279.00</b>	<b>20,279.00</b>	<b>0.00</b>	<b>0.00</b>
6.a.	<b>Personnel</b>				
	K Britton - Salary	19,520.75	97,000.00	-30,889.00	If Board moves forward

	M. Sides - Salary	10,934.40			with HS this will need to be adjusted in FY16-17 to allow for full year costs of HS Director
	A. Ayers - Salary	15,939.36			
	HS Director - to be hired - est	19,716.49			
		<b>66,111.00</b>	<b>97,000.00</b>	<b>-30,889.00</b>	
6.b.	<b>Fringe Benefits</b>				
	K Britton - Fringe Benefits	4,612.98			Same comment as Personnel 6.a.
	M. Sides -Fringe Benefits	2,624.26	27,160.00	-11,365.00	
	A. Ayers - Fringe Benefits	3,825.45			
	HS Director - to be hired - est	4,732.31			
		<b>15,795.00</b>	<b>27,160.00</b>	<b>-11,365.00</b>	
6.c.	<b>Travel</b>				
	A Benfield/K Britton - Regional Meetings				Costs could be reduced in FY6-17 based on conferences of staff
	K Britton - Child Plus Training Meeting - Atlanta GA				
	5 Staff to Attend Reg IV T&TA Training (Lp & CCS)	12,350.00	7,350.00	5,000.00	
	RN to Attend Training Conference in New Orleans LA (CCS)				
	Local Mileage of Staff - (LP )				
		<b>12,350.00</b>	<b>7,350.00</b>	<b>5,000.00</b>	
6.e.	<b>Supplies</b>	0.00	20,020.00	-20,020.00	
	(Move to CCS Contract)	<b>0.00</b>	<b>20,020.00</b>	<b>-20,020.00</b>	
f.	<b>Contractural</b>				
	CCS: Classroom - Current Budget	623,900.00			Possibly could be higher in FY16-17 as Classrooms, Playgrounds , and POD improvements will have been completed in FY15-16
	CCS: Classroom - Proposed Additional Funds	86,568.00	1,011,427.00	-66,316.00	
	CCS: Personnel - Current Budget	214,623.00			
	CCS: Supplies	20,020.00			
		<b>945,111.00</b>	<b>1,011,427.00</b>	<b>-66,316.00</b>	
6.h.	<b>Other</b>				
	CMC- NE - PR Processing Fee Translation	52,673.00	52,673.00	0.00	Provided to either or both - LP & CCS
	Finance Consultants				
	Health & Safety Consultant				
	Nutrition Consultation				
		<b>52,673.00</b>	<b>52,673.00</b>	<b>0.00</b>	
6.j.	<b>En Dinimis</b>				
	Portion of A Benfield Salary/Benefits/PR Proc Fee - March thru June	123,590.00	0.00	123,590.00	Would be higher in FY16-17 to allow for full year costs

Portion of M. Sides Salary/Benefits/PR Proc Fee - March thru June			
Cost Allocated LP Expenses (CMC - NE Processing Fee for funded Personnel, Office Supplies, Telephone, Postage, R & M, Copier Rental)			
Printing - Program Materials			
Advertising			
Dues & Subscriptions			
Insurance			
Audit			
Land Lease for POD			
Child Plus Renewal			
Recruitment Costs			
3 Portable Scanner/Copiers for Intake			Not recurring unless other equipment needs are identified
Laptops for intake			
POD Land Lease			
Classroom Furniture & Materials Upgrade as recommended by Consultants, Licensing & T&TA			
Playgrounds Upgrade as recommended by Consultants, Licensing & T&TA			Not recurring unless other equipment needs are identified
Improvements to POD - Doors, Dividers for office space, telephone and security relocation from Main Long school bldg			
	<b>123,590.00</b>	<b>0.00</b>	<b>123,590.00</b>
<b>TOTAL BUDGET</b>	<b>1,235,909.00</b>	<b>1,235,909.00</b>	<b>0.00</b>

Rob highlighted the movement of funding and explained the En Diminis category and stated the Partnership would be purchasing some new rugs, cots, and small equipment for each classroom. Rob answered questions.

Robbie Furr moved for approving the Finance Committee's recommendation and all your in favor of FY 15 – 16 Head Start Budget Revision.

**Head Start Financial Report**

Rob Betler presented the monthly finance report for Head Start for information.

**Head Start Point Criteria and Renewal Grant Submission for FY 16 -17**

Ann Benfield presented th Head Start Point Criteria for FY 16 -17. Ann stated the Policy Council reviewed extensively last Thursday and review each number and considered it appropriate. Ann also announced the Head Start renewal application was due April 1, 2016. After much discuss the attached Point Criteria for FY 16-17 and the submission of the Head Start renewal grant was approved.

Rob Betler moved to approve the Head Start Point Criteria submitted and Renewal Grant submission for FY 16 -17 All were in favor

## **ED Report**

Ann highlighted the big ones... NCPK Monitoring next week and PORCh presentation at County Commission Meeting April 4<sup>th</sup>.

## **Ann's March ED Report**

### **Highlights: March**

- ❖ Resource Café Conference at CHS-Northeast
- ❖ Planning meeting for the release of PORCh
- ❖ ED Forum for Smart Start
- ❖ NCPK Site Selection Interest Meeting
- ❖ Head Start Parent Meeting and Policy Council Meeting
- ❖ Cabarrus County Transportation Meeting
- ❖ Meeting with Tri Tang
- ❖ WIN Executive Committee Meeting at CHS
- ❖ NCPK Subsidy Meeting in Raleigh
- ❖ Program Oversight Meeting
- ❖ Regional Training and Technical Assistance
- ❖ NCPK Early Education Meeting
- ❖ Healthy Cabarrus Community Needs Assessment Meeting
- ❖ LICC Meeting
- ❖ Child Protection Team Meeting
- ❖ Trauma Taskforce Meeting
- ❖ Meeting with community partners and other webinars
- ❖ Leadership Council
- ❖ Weekly Rotary Meetings

### **Looking to April**

- ❖ Head Start Conference in Raleigh
- ❖ Smart Start Monitoring Visit
- ❖ Head Start Webinar on NCEID's
- ❖ Trauma Taskforce System Mapping Sub-committee
- ❖ CRSaeyc Meeting
- ❖ Head Start Teacher Training March 24 – 25
- ❖ Head Start Leadership Meetings
- ❖ Meeting with CHS-NE on 5210 Initiative
- ❖ NCPK Finance Committee Meeting in Raleigh
- ❖ Planning meeting for the release of PORCh
- ❖ Head Start Parent Meeting and Policy Council Meeting
- ❖ Cabarrus County Transportation Meeting
- ❖ Meeting with Tri Tang
- ❖ Regional Training and Technical Assistance
- ❖ NCPK Early Education Meeting
- ❖ Healthy Cabarrus Community Needs Assessment Meeting
- ❖ LICC Meeting
- ❖ Child Protection Team Meeting
- ❖ Trauma Taskforce Meeting
- ❖ Meeting with community partners and other webinars
- ❖ Leadership Council
- ❖ Weekly Rotary Meetings

Robbie Furr thanked everyone for coming, reminded them of their contribution to the Partners and without any further business the meeting was adjourned at 1:30 p.m.

Respectively Submitted,

Ann Benfield, Executive Director