Cheyenne, Kiowa, Lincoln County Early Childhood Council

Council and Board of Directors Meeting Minutes

cklecc.org
719-775-8622
Supporting children, families, and early childhood programs in Cheyenne, Kiowa, and Lincoln Counties.

June 3, 2024 / 1:05 PM

Annual CKLECC Council and Board Meeting

ATTENDEES:

In-Person: Dennis Pearson (Board Chair/Director Kiowa County DHS); Julie Witt (Council Coordinator); Haley Leonard (Financial Manager); Luci Reimer (Secretary/ Limon Memorial Library); Lora White (CKLECC Admin. Assistant); Nancy Gonzalez (Country Living Learning Center); Robbin Schincke (Morgan Community College); Cindy Ferree (Director LCDC); Lisa Thomas (About F.A.C.E.); Candace Chamberlain (CKLECC FFN/Fun Tote & Childcare Coordinator); Carole Spady (Quality Improvement Coach)

Zoom: Shannon Harrell (Centennial Mental Health); Kathleen Bither (Kiowa County DSS); Sharon Mauch (Family Advocate Kiowa County Collaborative Management); Claire Simpson (Project Include); Amber Ellis (Parent/Treasurer); Kailey Meardon (Valley Wide Health Group); Vicki Folkerts (EL Director, Eastern Colorado Services);

Absent Board Members: Heather Randolph (Baby Bear Hugs); Autumn Pelton (Cheyenne County Communities that Care)

MEETING CALLED BY:

Dennis Pearson (Board Chair/ Director Kiowa County DHS)

COUNCIL MEMBER AGENDA

Project Include: Claire Simpson

- Claire shared her project for Early Childhood Access Through Adaptive Technology via CU Denver Center for Inclusive Design and Engineering (CIDE). This project was brought about because parents need more care options for students with disabilities, through funding and collaboration with CDEC. There is no application required and no fixed timeline for borrowing a box. The components for participating include completing an Intro to Universal Design training through PDIS, borrowing a Universal Design and Inclusion Kit, and making use of the customized coaching and materials support (all are available in English and Spanish).
- There are 5 topic boxes available for a 6 week loan with 20-30 items in each box. Each kit also includes a QR code for an instruction video, an info guide, and a flash drive with DIY videos.
- Custom coaching with each box is available by applying online at the website.
- These kits are available for licensed providers only at this point.

May Meeting Minutes- Dennis Pearson

- Nancy motioned to approve and Robin seconded. The motion carried.

LCO/UPK Updates- Julie Witt

- Julie shared that the second round of applications is happening. There have been a few more than the first round. The system will match them the first week of July. In August it will be direct enrollment only. We helped with an enrollment night at Genoa-Hugo School at the end of May. It was similar to last year since the partnership with Genoa-Hugo and Country Living Learning Center (CLLC) was approved to continue. The Colorado Dept. of Early Childhood Universal Preschool team is requesting samples and templates of any resources (CDEC) for the resource bank they are creating. Julie also received notification that there

may be some additional funding available to families that are 100% FPL, attend a full day and meet 1 more additional qualifying factor.

Coordinator Report- Julie Witt

- Julie shared that our mural in Cheyenne Wells is completed. There has been great community feedback.
- The Project Include Kits should arrive any time so providers can begin to apply to access them.
- CKLECC will have the Safe Sitter course in Eads on Tuesday (4 kids registered) and on Friday in Limon (7 kids registered).
- Julie and Lora are working on a Child Care Taskforce in collaboration with Alethea from EPIC. Alethea plans to come facilitate the meeting and our proposed date is June 23rd @ 9:30 for Key Partners in all 3 counties.
- Scheduling a CPR and First Aid course is in the works as well as a Medication Administration course.
- Julie is working on scheduling a one hour zoom training with Dennise of licensing and home providers regarding rule changes.
    - Lora shared that the diaper bank has been a continued success. May served 60 in Lincoln County and 11 in Cheyenne County. June will serve 63 in Lincoln County and 9 in Cheyenne County. The texting service has been working great to communicate dates and size changes with families.

Quality Improvement- Carole Spady

- Carole shared that her work is much slower over the summer with only two sites open. She has been very busy the last month going over all of the spending requests.

FFN- Candie Chamberlain

- Candie shared that she has been planning for the Safe Sitter class and gave out four FFN bags. She will be going over the new curriculum packets to see how best to use them.

Child Care Updates

- Lora updated on the design lab process for CLLC. At this time Lincoln County will not apply for the Employer Based Grant but conversations about their support are still happening. The staff at EPIC and CDEC have been great contacts to have.
- Julie shared that the Limon Infant and Toddler Group has not had a meeting recently but is working on a building layout design for the pregnancy center as well as looking at other building options. They have also received their 501.c.3 status.

Council Member Updates

- It was shared that the Summer Reading Program at Limon Memorial Library is starting and has a Christmas in July theme.

BOARD MEETING AGENDA

Officers Election- Dennis Pearson

- Lisa motioned for the re-election of Dennis Pearson for the Chair position, Robin seconded and the motion passed.
- Luci motioned for the re-election of Nancy Gonzalez for the Vice Chair position, Lisa seconded and the motion passed.
- Robin motioned for the election of Cindy Feree for the Secretary position, Nancy seconded and the motion passed.
- Nancy motioned for the re-election of Amber Ellis for the Treasurer position, Cindy seconded and the motion passed.

Financials- Haley Leonard

- Haley shared that the program spend down for QI funds was going well and that most all of the programs are done.

- Julie shared plans of purchasing rock to place in front of the mural in Cheyenne Wells, UPK advertising, the Child Care Task Force Meeting, books for events, subscription to Survey Monkey, office table and chairs and computers.
- Julie asked for approval to renew our Baby Bear Hugs sponsorship of $400 to have our website listed on their site. Cindy motioned to approve and Nancy seconded and the motion carried.
- Haley provided the Check Detail Report for May. Checks included – QuickBooks Payroll Service, EFTPS, First National Bank of Omaha, Imagination Library, CenturyLink, Payroll for all staff, Dynamic Coaching Systems, Becker's, Discount School Supply, Lakeshore Learning, Kaplan, School Specialty, ECCLA, Some Girls and a Mural, Janet Humphereys, First Encounters, LLC, Gary & Patty Davis, Mileage expenses, Quill.com, First National Bank credit cards, Cheyenne Wells Grocery – food program, Osbornes – food program, Stop 'n' Shop- food program, Stop 'n' Shop – rent and utilities, Katie's Korner – food program, and Kit Carson Mini Mart- food program
- Monthly expenditures by funding source were as follows: BUELL $300.00, CCRR $819.76, CSQI $7,741.67, E&E $62.81, FHCN $893.33, GAE CO Shines $12,229.53, LCO/UPK $4,576.79, LCDHS $454.14, SB $6,508.25, totaling $33,586.28.
- The Deposit Detail Report showed 5 deposits: Systems Building- $5,499.24, CSQI- $9,204.92, E&E- $-166.18, CCR&R- $855.89, and Mikayla Toscana- $30.00
- The Balance Sheet for May reflected a balance of $33,931.11 and $56,576.30 for April.
- The Expenditure Spreadsheet showing funding left by source showed ECSB $4,677.15 , CSQI $15,491.59 , CCR&R $669.49 , FCCH Nav. $2,616.29 , Buell $11,682.83 , LCDHS $17,702.20, E&E $ 23,449.31 , LCO $9,653.67 for a total funds left amount of $ 88,853.18

Nancy motioned to approve the financials as presented by Haley and Lisa seconded, the motion carried.

The next board meeting is scheduled for July 1st @ 1:00 p.m.

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CKLECC Board Secretary Signature

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Date