

Children's Developmental Services of Campbell County
Board of Director's Meeting
July 29, 2020

MEETING PLACE:

The Children's Developmental Services of Campbell County Board of Directors met in a regular meeting, July 29, 2020.

CALL TO ORDER:

The meeting was called to order by Chairwoman Wendy Balo at 7:04p.m.

PUBLIC COMMENT:

There was no Public Comment.

INTRODUCTIONS:

Board members present Wendy Balo, Holly Hink, Tyler Watts, Cindy Reardon via Microsoft Teams, Director Bob Tranas, and Senior Administrative Assistant Melissa Kline.

ADDITIONS TO AGENDA:

There were no additions to the agenda.

READING OF MINUTES:

Cindy Reardon made a motion to approve the June 2020 minutes as written. Tyler Watts seconded. With a unanimous vote, the motion carried.

OLD BUSINESS:

Board Evaluation:

Completed Board Evaluation forms were collected.

NEW BUSINESS:

Board Elections:

Board Elections resulted in the following:

Chair: Bertine Bahige

Cindy Reardon made a motion to accept Bertine Bahige as Chairman, Tyler Watts seconded, with a unanimous vote the motion carried.

Vice-Chair: Wendy Balo

Cindy Reardon made a motion to accept Wendy Balo as Vice-Chair, Holly Hink seconded, with a unanimous vote the motion carried.

Secretary: Cindy Reardon



Wendy Balo made a motion to accept Cindy Reardon as Secretary, Holly Hink seconded, with a unanimous vote the motion carried.

Treasurer: Tyler Watts

Wendy Balo made a motion to accept Tyler Watts as treasurer, Holly Hink seconded, with a unanimous vote the motion carried.

REGION XIII PDDS:

FERPA Policy:

Bob Tranas shared an updated policy on privacy practices, FERPA (Family Educational Rights and Privacy Act) is consistent with Federal law.

Tyler Watts made a motion to approve the FERPA Policy as submitted. Holly Hink seconded. With a unanimous vote, the motion carried.

Part C

Annual Reports for CDS Part C Program:

Determination Letter: Bob Tranas shared a letter from the Department of Health that shows we are complying.

Annual Report Card: Bob Tranas shared the Annual Report Card.

EARLY CHILDHOOD EDUCATION:

Brain Architect Game:

Bob Tranas shared a slide show of a staff development activity involving the Brain Architect Game.

COVID -19 Funds:

Bob Tranas shared that \$3,800.00 in COVID-19 funds were applied for and have arrived. The funds will be used for materials that are required to operate with COVID-19.

Holly Hink made a motion to accept the \$3,800.00, Tyler Watts seconded. With a unanimous vote, the motion carried.

Update Annual Staff Training:

Bob Tranas shared the Annual Staff Training has been canceled due to the only option to provide the training is via online.

EARLY HEAD START:

Information Memorandum – Transportation:

Bob Tranas provided an Information Memorandum that outlines procedures for the use and sanitization of buses and transportation during COVID-19.

Office of Head Start Review Report:

Bob Tranas shared the results of the Federal Review. The results were passed with no findings and no issues.

BUDGET:

Nothing on budget was reported.

OTHER NEW BUSINESS:

There was no new business.

DIRECTOR'S REPORT:

June Director's Report:

Bob Tranas provided a written directors report for July.

TREASURER'S REPORT:

EHS Federal Financial Report:

Bob Tranas shared the EHS Federal Financial Report.

Cindy Reardon made a motion to accept the EHS Federal Financial Report as submitted, Holly Hink seconded. With a unanimous vote, the motion carried.

May Treasurer's Report:

Bob Tranas provided the June Treasurer's Report.

Holly Hink made a motion to accept the May Treasurer's Report as submitted, Tyler Watts seconded. With a unanimous vote, the motion carried.

STATISTICAL REPORT:

The April statistical reports were reviewed.

ADJOURN:

There being no further business, Tyler Watts made a motion to adjourn. Holly Hink seconded. With a unanimous vote, the motion carried. Meeting adjourned at 8:10pm.

NEXT MEETING DATE:

The next scheduled meeting for Children's Developmental Services of Campbell County Board of Directors is August 26, 2020 6:00 P.M. at the Children's Developmental Services of Campbell County.

Respectfully Submitted,

Cindy Reardon, Secretary
CDS -CC Board of Directors

Wendy Balo, Chairwoman
CDS -CC Board of Directors