

KPATA Full Board Zoom Meeting

February 17, 2023

12 PM

Attendance: Callie Hoffman, Kicia Wagner, Janet Cody, Monica Murnan, Lisa Williams, Travis Rickford, Dana Book, Sara Hunnicutt, Laurie Logan, Deanna Kessler-Miley, Jenny Bruns

Approval of January 2023 Minutes: Travis moved to accept the minutes as presented, seconded by Deanna. No discussion. Motion passed unanimously

KSDE Update: Lisa Williams

- 23-24 PAT grant is almost finalized and hope that it will be out early next week
 - Will try to have approved by the April BOE meeting
- KPATA is currently providing Reflective Supervision to 3 program previously not receiving RS

President Report: Janet Cody

- Exciting month ahead with more information coming soon on Behavior Checker, KPATA Conference and Early Education Day in Topeka

Personnel Committee: Janet Cody

- Job descriptions are being reworked and will be shared
- Currently, hiring a new employee requires personnel committee members to participate in interviews, but looking to change that process
- Annual Executive Director evaluation work will begin; look for email in upcoming weeks

Executive Director Report: Callie Hoffman

- Report is in the shared drive, including FFPSA video
 - Social Event in partnership with Topeka Advisory Board on March 22nd, 4:30-6:30
 - Focus will be dads/grandfathers
 - Sent email with funding opportunities to regional directors to send out
 - Research Project with Behavior Checker work will begin
 - Two more Early Learning Caucus meetings: February 20 and March 1
- Kicia moved to accept the ED report as presented, Jenny seconded. Discussion: much appreciation to staff with so much going on. Motion passed unanimously.

Membership Nominating and Governance: Janet Cody

- Brittany resigned at the end of January from BOD and MN&G committee
- Numerous BOD openings for KPATA beginning July 1, 2023-24: President Elect, Vice President, Treasurer, Secretary
 - Email nomination to Janet or Callie
 - Want a treasurer with financial background
 - Looking at having Amanda W. be secretary

Bylaws, Policies and Procedure: Jenny Bruns

- Policy 109 Recap
 - Callie put together Policy 109 (link in Agenda) Explains how grants and funding come into KPATA, including timeframes and drafted policy with option A and B

- The committee like option B. The only difference between A and B is the last two sentences
 - Jenny moved to approve option B as presented, Deanna seconded.
 - Discussion:
 - This policy gives more flexibility to ED with the grant process. It removes the need to email for approval. This applies to writing and negotiating, but the award still has to be approved
 - Last line is confusing: KPATA will write grants to support programs or will decide who will write the grants?
 - KPATA will NOT share grant writing tools and write grants for individual programs
 - Clarify what is meant by support
 - Worked to revise option B and changed wording of last two sentences
 - Funding will be prioritized to meet the needs of local Parents as Teachers programs. KPATA will also provide information on grant funding and other revenue generating opportunities to members.
 - Monica made a friendly amendment to adapt last two sentences of option B, Laurie seconded. Motion passed unanimously.

Finance Report

- Reports are in the shared Drive
- Deanna moved to accept, seconded by Monica. No discussion, motion passed unanimously.

FFPSA Report: Callie Hoffman

- January 2023 Infographic
 - Numbers have gone down a little bit
- December 2022 FFPSA Monthly Grantee Report
- Travis moved to accept the report as presented, Laurie seconded. No discussion, motion passed unanimously.

Action Plan update: Callie Hoffman

- Document in the shared drive
- Will send follow-up through email
 - Please read through and send suggestions or comments

Board Meeting will be 2-3 PM after All Members meeting in April.

Next Meeting: March 24th, 12-2 PM

Laurie moved to adjourn at 1:03 pm, Deanna seconded. Motion passed unanimously.

Kicia Wagner 3-24-2023