

Children's Developmental Services of Campbell County
Board of Director's Meeting
November 30, 2022

MEETING PLACE:

Children's Developmental Services of Campbell County Board of Directors met in a regular meeting November 30, 2022.

CALL TO ORDER:

The meeting was called to order by Chairman Bertine Bahige at 6:00pm.

PUBLIC COMMENT:

There was no public comment.

INTRODUCTIONS:

Present Board Members: Nichole Shelstad, Holly Hink, Tyler Watts, and Bertine Bahige. Director Bob Tranas, Early Childhood Special Education Manager Trena Bauder, Early Childhood Manager Tausha Edmonds, Early Head Start Manager Stephanie Stevens, Financial Services Manager Jana Webb, and Administrative Coordinator Bel Christiansen. Commissioner Elect Kelley McCreery
Absent: Vicki Gilmour

ADDITIONS TO AGENDA:

There were no additions to the agenda.

READING OF MINUTES:

October Board Minutes:

October 26, 2022 Board minutes were reviewed.

Tyler Watts made a motion to approve the October 26, 2022, minutes. Nichole Shelstad seconded. With a unanimous vote, the motion carried.

OLD BUSINESS:

Strategic Plan – OKR's:

Bob Tranas reviewed progress on the OKR's and shared sample Facebook ads.

NEW BUSINESS:**REGION XIII PDDS:****IDEA Preschool Letter to all LEA's:**

Review and discussion of the letter from the Wyoming Department of Education and Wyoming's Child Development Centers response letter. Bob will invite Superintendent of Public Instruction, Megan Degenfelder, to discuss issues and concerns.

Professional Services Agreement:

The Professional Services Agreement was reviewed.

Holly Hink made a motion to approve the contract for Karina Robles to provide translation services for \$25 per hour. Tyler Watts seconded. With a unanimous vote, the motion carried.

EARLY CHILDHOOD EDUCATION:**CLASS Certification:**

Tausha Edmonds is certified in CLASS for a third consecutive year.

EARLY HEAD START:**Office of Head Start Communication:**

Stephanie Stevens presented two memorandums from the Office of Head Start summarizing the monitoring process and considerations for competitive wages and staff enrollment.

ERSEA Training:

Stephanie Stevens facilitated a power point presentation on Early Head Start's Eligibility, Recruitment, Selection, Enrollment, and Attendance.

BUDGET:

No new developments on the budget.

OTHER NEW BUSINESS:

No new business was discussed.

DIRECTOR'S REPORT:**November Director's Report:**

Bob Tranas provided a verbal summary of the Director's Report for November.

TREASURER'S REPORT:**October's Financial Report:**

October Treasurer's Report was reviewed. 28% of revenues have been received, and 28% have been expended, with 33% of the year passed.

Holly Hink made a motion to accept October Treasurer's report as submitted. Nichole Shelstad seconded. With a unanimous vote, the motion carried.

EHS Standard Form 429:

Holly Hink made a motion to receive the Early Head Start annual report stating no property was purchased with federal funds. Nichole Shelstad seconded. With a unanimous vote, the motion carried.

STATISTICAL REPORT:

October Statistical Report:

October Statistical Report was reviewed.

EXECUTIVE SESSION:

Nichole Shelstad made a motion for the board to move into executive session to discuss a scholarship request. Tyler Watts seconded the motion. With a unanimous vote, the Board moved into Executive Session at 7:25 pm.

Holly Hink made a motion to move back into regular session. Nichole Shelstad seconded the motion. With a unanimous vote, the Board moved back into regular session at 7:53 pm.

Scholarship Requests:

Holly Hink moved to approve the scholarship request. Nichole Shelstad seconded the motion. With a unanimous vote, the motion carried.

NEXT MEETING DATE:

The next scheduled meeting for Children's Developmental Services of Campbell County Board of Directors is December 28, 2022 at 6:00 P.M. at the Children's Developmental Services of Campbell County.

ADJOURN:

There being no further business, Holly Hink made a motion to adjourn. Nichole Shelstad seconded the motion. With a unanimous vote, the motion carried. Meeting adjourned at 7:55 pm.

Respectfully Submitted,

Vicki Gilmour, Secretary
CDS -CC Board of Directors

Bertine Bahige, Chairman
CDS -CC Board of Directors