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Compassion in Action!

SEK-CAP Early Childhood Education Services Policy Council Meeting
Tuesday, February 17, 2026
SEK-CAP Early Childhood Education Training Center
275 N. Apico Way, Girard, KS 66743

5:00 pm Family & Community Services – Michelle Rice
 5:00 pm Dinner Served
 5:30 pm Meeting Begins

I. Call to Order: Catherine Johnson – Vice Chair

- A. Review Meeting Rules
- B. The Promise of Community Action

"Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community and are dedicated to helping people help themselves and each other".

II. Roll Call: Secretary – Mikki Davis/Constance Thach-Myers

Policy Council Representatives	Present	Zoom	Not Present
Mikki Davis – Co-Secretary – Allen Community Rep			Excused
Taryn Smith – Allen CB 0-5 Rep	X		
Catherine Johnson – Vice Chair– Fort Scott 3-5 Rep	X		
Constance Thach-Myers –Co-Secretary- Cherokee Community Rep			Excused
Adam Nading – Cherokee CB 0-5 Rep (Columbus)			Excused
Jerick James – Cherokee CB 0-5 Rep (Galena)			Unexcused
Charlene Mannex - Cherokee CB 0-5 Rep (Riverton)			Unexcused
Joshua Daughtery – Crawford HB 0-5 Rep		X	
Justice Davis Crawford HB 0-5 Alternative			Excused
Nathaniel Waggoner- Labette Community Rep			Excused
Braedy Turner – Chair – Labette CB 3-5 Rep (Oswego)			Excused
Katherine Boehrsen – Labette HV 0-3 Rep			Excused
Boyd Koehn – Board President	X		
Ayla Daughtery – Board Liaison	X		
Guest Name:			
Staff Name:			
Lindsay Knopp	X		
Jamey Whitney	X		
Janel Scales	X		
Tanya House	X		

III. Approval of Agenda for February 17, 2026

A Motion was made by Taryn Smith to Approve the Agenda for February 17, 2026

Motion seconded by: Joshua Daughtery

Discussion: None

Vote: Approved

IV. Approval of Meeting Minutes of January 20, 2026

A Motion was made by Taryn Smith to Approve the Meeting Minutes of January 20, 2026

Motion seconded by: Joshua Daughtery

Discussion: None

Vote: Approved

V. New Business

A. Personnel Report –Lindsay Knopp: *In January, we had five new hires and two staff separations. There was no change of status during the month.*

A Motion was made by Taryn Smith to Approve the Personnel Report.

Motion seconded by: Joshua Daughtery

Discussion: None

Vote: Approved

B. State of the Program Report

January 2026 Financials Early Childhood Program – Janel Scales:

State EHS Childcare Partnership: There were no questions, and the members felt everything looked good. The fiscal year runs from July 1 to June 30. The program is 58% through the grant and has spent 53% of the CCP budget. We have spent 28% of the subsidy budget and overall, 47% of the budget. Janel stated that the "Personnel and Fringes" lines are higher for this month due to three payrolls.

State EHS Home Visitation: There were no questions, and the members felt everything looked good. The fiscal year runs from July 1 to June 30. The program is 58% through the grant, and we have spent 42% of the home visitation budget. Janel stated that the "Personnel and Fringes" lines are higher for this month due to three payrolls.

Federal HS Grant: The fiscal year runs from December 1 to November 30. We are 17% through the grant period, having spent 11%, and have met 2% of the non-federal match requirement. Janel stated that the "Personnel and Fringes" lines are higher for this month due to three payrolls.

Federal EHS Grant: The fiscal year runs from December 1 to November 30. We have 17% through the grant period, having spent 10%, and have met 1% of the non-federal match requirement. Janel stated that the "Personnel and Fringes" lines are higher for this month due to three payrolls.

Child and Adult Care Food Program: The program runs from October 1 through September 30th. This program is based on state reimbursement rates. The revenue is from the



SEK-CAP

Southeast Kansas Community Action Program, Inc.

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previous month, and the expenses are for the current reporting month. The funds are used for kitchen supplies, maintenance, a portion of the Nutrition Manager's salary, and other kitchen-related expenses. The auditors have recommended that we continue to utilize the remaining funds. Additionally, the program is allocating part of the Cook's salary to this budget.

The Credit Card Statement Report is for Visa, Walmart, and Wex cards. The accounting staff reviews all statements to ensure that the required documentation and signatures are provided. If there are fraudulent charges, they are reported to the credit card company. The credit card company then cancels the card and provides a new one. Each center has a Walmart card for purchasing items. Each vehicle is equipped with a Wex card for fuel and car washes.

A Motion was made by Taryn Smith to approve the January 2026 Financial Reports.

Motion seconded by: Joshua Daughtery

Discussion: None

Vote: Approved

Kansas Early Head Start Child Care Partnership & Kansas Early Head Start Home

Visitation Budget Revision 2025-2026 – Janel Scales: Janel is requesting approval during this meeting because no meeting was scheduled for March. The program is allowed to move up to 10% on each line; there is a possibility that she may need more than 10%. At this time, she does not have the amounts, but will provide them when available.

Kansas Early Head Start – Child Care Partnership Budget Revision 2025-2026

A Motion was made by Taryn Smith to approve the Kansas Early Head Start – Child Care Partnership Budget Revision 2025-2026.

Motion seconded by: Joshua Daughtery

Discussion: None

Vote: Approved

Kansas Early Head Start – Home Visitation Budget Revision 2025-2026

A Motion was made by Taryn Smith to approve the Kansas Early Head Start – Home Visitation Budget Revision 2025-2026.

Motion seconded by: Joshua Daughtery

Discussion: None

Vote: Approved

CACFP and ERSEA 0-5 Report– Tanya House

1. CACFP (Child and Adult Care Food Program)
2. Enrollment
3. Attendance
4. Waitlist
5. Recruitment
6. Parent Engagement



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Self-Assessment - None

C. Policies and Procedures - None

D. Membership - None

E. Committee Report - None

F. By-laws - None

VII. Governing Board Report - Boyd Koehn: There has not been a Governing Board meeting since the last Policy Council meeting. There was a Special Governing Board meeting today due to a short notice, due to the government shutdown, for housing rent adjustments. The next Governing Board meeting will be in March.

VIII. Chief Executive Officer's Report - Jamey Whitney: The Special Governing Board meeting was to get the approval to adjust the rental amounts. This needed to be approved quickly as the agency did not receive notification during the shutdown. However, the deadline remained unchanged, and approval from the Governing Board was required to proceed with rent adjustments.

Maintaining all bus routes has been challenging, as each bus requires a local matching fund of \$40,000 to continue operating. This match can come from various sources, including the city, county, private individuals, or organizations. If the program only secures \$10,000 for the match, then only that amount is allocated for operations. The grant year starts anew on July 1. Currently, the program is working to secure funding for both the current and upcoming years. In previous years, the program did not collect the necessary matching funds at the beginning of the year and instead relied on securing them throughout the year. This approach has led to difficulties in obtaining the required funds, resulting in the suspension of some bus routes. When routes are suspended, rides are not provided to those in need; however, the drivers are placed on layoff.

The agency received funds three years ago for houses planned for development in Pittsburg. However, by the time the money was ready to be released, the properties had already been sold. The decision was then made to construct three housing units in Girard on property that is already owned by the agency. The Osage Tribe temporarily halted development of one of the properties because the agency needed to hire a company to conduct an excavation to check for any artifacts that could prevent construction. Fortunately, nothing was found, and approval can now proceed. The locations of each house will be as follows: one north of the central office, one south of the central office, and the third behind the new property on St. John Street. Within 30

days, the funds will be released to initiate bidding and construction on these properties. Additionally, the Housing Director attended a Tax Credit training session in case there is a need to explore funding options.

IX. Early Childhood Education Services Director's Report – Lindsay Knopp: Staffing and enrollment are the main focus at this moment. There has been a change in leadership, as the current Behavioral Interventionalist has been selected for the Mental Health Manager role and will begin in that role on March 2, 2026. She will continue to provide services to the classroom and write plans until a person is hired to fill the open Behavioral Interventionalist position. The program will also be hiring a third Center Supervisor. This role supports the centers and currently only has two. With the distance between each center and the high needs of some centers. Having another Center Supervisor will help support staff and children, and not have one person on the road so much.

Change of Scope: When asked, this is in its final stages; it has one more approval, and it has passed the congressional level, which is the hardest part to pass. However, there are no timelines.

Emergency Manuals are being updated and will be going out to the centers soon.

Letter of Intent for the Patterson Grant: Requesting to be able to write a letter of intent. Will be applying for \$900,000 to get the Coffeyville project started. The letter of intent is due on Wednesday.

A Motion was made by Taryn Smith to approve submitting a letter of intent for Patterson Grant.

Motion seconded by: Joshua Daughtery

Discussion: None

Vote: Approved

X. Information - None

XI. Unfinished Business:

XII. As the need arises

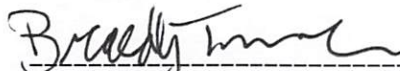
XIII. Adjournment

A Motion was made by Taryn Smith to Adjourn the meeting.

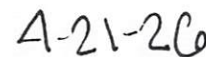
Motion seconded by Joshua Daughtery

Discussion: None

Vote. Approved



Braedy Turner, Chair



Date