

BSACAP Policy Council Minutes

Date: July 18, 2017

Amanda Walters (M)
Steve Walters (V)
Victoria Ray (M)
Lori Howard (S)
Nellie Chapman (A)
Kysha Fletcher (M)
Tracy Jenkins (S)
Lauren Adkins (V)
Patti Miller (S)

Sue Brown (CR)
Leah Cure (S)
Delsie Fletcher (S)
Amanda Hicks (M)
Melinda Lykins (M)
Kathy Adams (S)
Teresa Adkins (M)
Shawna Williams (S)

(M) Member, (A) Alternate, (CR) Community Representative, (V) Visitor, (S) Staff

Meeting Called To Order By:

Chairperson: Amanda Hicks

Roll Call:

Family Services Manager: Melinda

Eight voting members were present. Our by-laws allow us to contact another member for approval. Staff Secretary Shawna Williams contacted Dawn Gullett and obtained approval.

Approval of Minutes:

Members received and reviewed the minutes. It was noted that there was a mistake. The term "Pikevil" been used to describe staff in the "Pike County" program. Minutes were approved pending this change

Motion Made By:

Amanda Walters

Seconded By:

Sue Brown

Motion Carried:

Yes

New Business:

Financial Report:

Members received and reviewed the financial report and credit card expenditure without questions.

Motion Made By:

Sue Brown

Seconded By:

Victoria Ray

Motion Carried:

Yes

Director's Report:

(No Action Needed)

Mr. Jenkins covered various important topics in his director's report. Some items mentioned were: the

of Pike County service hours, our annual pre-service event, meeting the mandatory 10 percent income children for enrollment, and classrooms who did not meet the 85 percent child attendance for the year

Community Assessment:

Members received and reviewed the community assessment without questions.

Motion Made By: Amanda Walters
Seconded By: Sue Brown
Motion Carried: Yes

Review Technical Assistance (TA) Plan:

Mr. Jenkins advised of four goals, outcomes, and strategies on the TA plan. He discussed the transition to mentor coaching, agency wide lesson plans (except for Floyd who already has lesson plans), and the new performance standards.

Motion Made By: Amanda Walters
Seconded By: Sue Brown
Motion Carried: Yes

Update on BSACAP Long Range Goals:

Mr. Jenkins discussed the long range goals that the program has in place in a 5 year plan. He told the members about the progress that had been made during the previous year toward the completion of these goals. These goals include topics of improving child attendance, obtaining a STARS rating for all classrooms, and fully implementing the PFCE framework.

Motion Made By: Amanda Walters
Seconded By: Victoria Ray
Motion Carried: Yes

Review of Audit for 2017:

(No Action Needed)

Mr. Jenkins reported that the audit was clean. The audit was on hand for members to review.

Review Continuation Grant Application:

Mr. Jenkins met with members of the finance committee prior to the full Council meeting. The members reviewed the full grant application and budget narratives. The full grant application was then presented to the full Council for approval. This packet included a federal and non-federal budget for all programs, the TA Community Assessment update, PA-20 budget, long range goals update, and the Year 3 grant application narrative.

Motion Made By: Victoria Ray
Seconded By: Sue Brown
Motion Carried: Yes

Motion To Adjourn:

Members opted to hold the August meeting at the Roma Ialiano in Prestonsburg. If that space is unavai opted for the Jenny Wiley Lodge. Hearing no other business from the floor, Amanda Hicks asked for a m adjourn the meeting.

Motion Made By: Amanda Walters
Seconded By: Victoria Ray
Motion Carried: Yes

Chairperson

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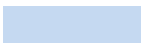
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