

BSACAP Policy Council Minutes

Date: October 20, 2020

Keisha Campbell (M)
Sue Brown (CR)
Robin Salyer (S)
Missy Spears (S)
Stacy Blanton (S)
Tracy Jenkins (S)
Karen Alsept (S)
Angel Dye (M)
Becky Kennedy (A)
Jessica Owens (M)
Bettina Coleman (S)
Kathy Adams (S)
Breanna Gibson (M)
Kayla Salyers (M)
Bryan Auxier (S)
Leah Cure (S)

Kayla Salyers (A)
Mandy Muncy (M)
Tammy Johnson (M)
Beverly Bush (S)
Nicole Wakeland (M)
Jennifer Woods (S)
Cindy McCoy (S)
Cindy Ramey (A)
Delsie Fletcher (S)
Heather Vanhooose (M)
James Keathley (A)
Jolene Baldwin (A)
Rhonda Newman (S)
Brittany Chaney (S)
Brandy Shanks (S)
Anna Shepherd (S)
Jessica Keathley (M)

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

Meeting Called To Order By: Vice-Chair: Tammy Johnson

There were 13 voting members present which does constitute a quorum.

Welcome New Members:

Mr. Jenkins introduced himself to new members.

Description of Duties:

Mr. Jenkins discussed the roles and duties for PC members. He advised that they would have a folder sent to their delegate program so they could pick it up since we can't meet in person. He talked about the ways that members are involved in decision making for the Head Start program. Mr. Jenkins explained the roles of

the Chairperson, Vice Chairperson and Secretary. He advised that Policy Council meetings are held the third Tuesday of each month.

Explanation of Grantee-Delegate Roles:

Mr. Jenkins explained how the Big Sandy Area Community Action Program holds the grant to provide Head Start services in the 5 county area. He described how the money is given to local school systems through a delegate contract to operate their own individual programs. Members were told how the grantee operates as monitors over the delegate staff to assure that they are meeting all regulations and policies.

Approval of Minutes:

Members were advised that the minutes were uploaded in the Facebook group.

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|-----------------|------------------|
| Motion Made By: | Keisha Campbell |
| Seconded By: | Jessica Keathley |
| Motion Carried: | Yes |

Old Business:

Enrollment Status Report:

Mr. Jenkins advised members that the program had not met full enrollment. He discussed the reasons and stated that the program was currently 69 children short of filling all of their enrollment slots.

Update on Virtual Learning:

Mr. Jenkins explained how teaching staff were conducting virtual learning with the children. He talked about the videos that they are posting daily and interactive sessions.

New Business:

Election of Officers:

Mr. Jenkins asked for volunteers.

The following officers were elected for the 2020-2021 Policy Council:

Jessica Keathley, Chairperson

Angel Dye, Vice Chairperson

Keisha Campbell, Secretary

Motion Made By:

Heather Vanhooose

Seconded By:

Jessica Owens

Motion Carried:

Yes

Appointment of Committees:

Mr. Jenkins explained that the committees would consist of at least three members. The volunteers for each committee are listed below:

Executive Committee

Jessica Keathley, Chairperson

Angel Dye, Vice Chairperson

Keisha Campbell, Secretary

Personnel Committee

Jessica Keathely

Jessica Owens

Keisha Campbell

Becky Kennedy

Heather Vanhooose

Finance Committee

Jolene Baldwin

Angel Dye

Heather Vanhooose

Grievance Committee

Breanna Gibson

Keisha Campbell

Jolene Baldwin

Policy Council By-Laws Update:

The By-laws update was tabled until the November meeting so the members would have a chance to review them.

Approval of Delegates:

Mr. Jenkins asked for approval of all delegate program services to the same 6 school districts as in the past.

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| Motion Made By: | Nicole Wakeland |
| Seconded By: | Jessica Owens |
| Motion Carried: | Yes |

Information on Community Representatives:

Mr. Jenkins advised that the Community Representatives would be elected at the November meeting and asked members to spread the word to anyone that may be interested in becoming a Community Rep.

Approval of Teaching Position at Model City:

Mr. Jenkins advised members that Kaysha Caudill was chosen by the interview committee to fill the teaching position at Model City.

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| Motion Made By: | Nicole Wakeland |
| Seconded By: | Keisha Campbell |
| Motion Carried: | Yes |

Financial Report:

Mr. Jenkins advised members that the Financial Report was uploaded in the Facebook group.

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| Motion Made By: | Keisha Campbell |
| Seconded By: | Nicole Wakeland |
| Motion Carried: | Yes |

Director's Report:

The Director's Report was uploaded in the Facebook group.

Nutrition Report:

The Nutrition Report was uploaded in the Facebook group.

Business from the Floor:

No new business.

Adjourn:

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|-----------------|-------------------|
| Motion Made By: | Heather Vanhooose |
| Seconded By: | Jessica Owens |
| Motion Carried: | Yes |

Chairperson