

BSACAP Policy Council Minutes

Date: November 17, 2020

Jessica Keathley (M)

Angel Dye (M)

Mary Mullins (A)

Breanna Gibson (M)

Beth Horne (M)

Jolene Baldwin (A)

Theodore Spradlin (M)

Heather Vanhooose (M)

Kayla Salyers (A)

Rebecca Kennedy (A)

Keisha Campbell (M)

Dawn Fitzpatrick (CR)

Kathy Adams (S)

Bryan Auxier (S)

Robin Salyer (S)

Rhonda Newman (S)

Jill Johnson (S)

Jennifer Woods (S)

Anna Shepherd (S)

Brittany Chaney (S)

Kelli Isaac (S)

Tracy Jenkins (S)

Melissa Spears (S)

Stacy Blanton (S)

Teresa Campbell (S)

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

Meeting Called To Order By:

Chairperson: Jessica Keathley

Roll Call by Secretary: Keisha Campbell

There were 9 voting members present which does constitute a quorum.

Approval of Minutes:

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

Motion Made By:

Heather Vanhooose

Seconded By:

Keisha Campbell

Motion Carried:

Yes

Old Business:

Bylaws Update:

The current Bylaws were posted on the Facebook page. Mr. Jenkins explained the high points of the Bylaws. He pointed out that Article VI Section 2: Notice of Meetings would need to be changed reflecting virtual meetings.

Motion Made By: Dawn Fitzpatrick
Seconded By: Heather Vanhose
Motion Carried: Yes

New Business:

Election of Community Representatives:

Mr. Jenkins advised members that Sue Brown and Amanda Walters had stepped down as Community Representatives. He asked for nominations for Community Representatives but none were given. He said he would search for two more Community Representatives

Dawn Fitzpatrick was re-elected for the 2020-2021 Policy Council as a Community Representative:

Motion Made By: Keisha Campbell
Seconded By: Heather Vanhose
Motion Carried: Yes

Program Governance Training:

Robert's Rules of Order Cheat Sheet was posted on the Facebook page. Mr. Jenkins explained these rules to the members and gave information on what their roles and responsibilities as PC members would be.

Statistical Report:

The Statistical Report for October was posted on the Facebook page. Floyd County had the highest average daily attendance with 96.4%. Martin County had the highest average volunteer hours per child for the month. Martin County also had the highest percentage of parents attending meetings for October. Mr. Jenkins explained the line items.

Financial Report Training:

Mr. Jenkins advised members that he had received the Financial Report the day of the meeting and suggested that the financial report and training be tabled until the next meeting.

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| Motion Made By: | Theodore Spradlin |
| Seconded By: | Heather Vanhooose |
| Motion Carried: | Yes |

Update on Enrollment Numbers:

Mr. Jenkins advised members that there are currently 49 vacancies, although Floyd and Magoffin Counties have met their funded enrollment. He discussed over income enrollment and the flexibilities that the program has.

Nutrition Report:

Mr. Jenkins advised members that the Nutrition Report for October indicates that 3,401 children were served breakfast, 3,383 children were served lunch and 3,446 children were served snacks.

Director's Report:

The Director's Report was uploaded in the Facebook group for members to review.

Hiring Decisions:

Disability Services Manager:

Mr. Jenkins advised the Policy Council that Sharon McCarty was hired for the Disability Services Manager position.

Model City Teacher Assistant:

Mr. Jenkins advised the Policy Council that Patience Ward was hired for the Disability Services Manager position.

Model City Maintenance Position:

Mr. Jenkins advised the Policy Council that two people were offered the Maintenance position at Model City but both had turned it down.

Mr. Jenkins advised members that Misty Howell was chosen for the Education Services Manager. The chairperson then asked for a motion to approve all 3 new staff members.

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| Motion Made By: | Dawn Fitzpatrick |
| Seconded By: | Keisha Campbell |
| Motion Carried: | Yes |

Business from the Floor:

A member asked if volunteering to read a story to the children would be counted as volunteer hours. Mr. Jenkins advised that in the past it would have but during this time with the confusion surrounding in-person vs virtual learning, we are not counting parent volunteer time for anything other than home projects. Even though reading a story to children would not count as part of the In-Kind hours that the program needs, he still encouraged parents to do that for the benefit of the children.

Adjourn:

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| Motion Made By: | Heather Vanhose |
| Seconded By: | Dawn Fitzpatrick |
| Motion Carried: | Yes |

Chairperson