

BSACAP Policy Council Minutes

Date: November 28, 2023

Ashley Spradlin (S)	Timothy Hall (M)
Jessica Crabtree (S)	Michelle Harless (S)
Krista Vanhooose (CR)	Bryan Auxier (S)
Leah Cure (S)	Kathy Reed (S)
Sandra Cavins (M)	Ashley Hignite (M)
Ruby Mulkey (M)	Teresa Goodson (S)
Karen Alsept (S)	Bobbie Robinette (S)
Brittany Chaney (S)	Stacy Dorton (A)
Cheryl Pinion (M)	Tracy Jenkins (S)
Morgan Stapleton (A)	Stacy Blanton (S)
Phyllis Lowe (M)	Burnis Lowe (V)
Keaton Morton (M)	

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

Meeting Called To Order By: Tracy Jenkins
Roll Call by: Keaton Morton

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

Approval of Minutes:

Members were advised to review the October minutes that were provided in their packet.

Motion Made By: Krista Vanhooose
Seconded By: Phyllis Lowe
Motion Carried: Yes

Old Business:

PC Bylaws Update

The Bylaws were discussed at the October meeting and members approved the updates.

Motion Made By:
Seconded By:
Motion Carried:

Stacy Dorton
Phyllis Lowe
Yes

New Business:

Election of Community Representatives

Tammy Johnson, Krista Vanhooose and Kathy Adams volunteered to be Community Representatives for the 2023-2024 Policy Council. No one else expressed interest in the role.

Motion Made By:
Seconded By:
Motion Carried:

Keaton Morton
Ashley Hignite
Yes

Election of Health Advisory Representatives

Timothy Hall, Ruby Mulkey, Ashley Hignite and Sandra Cavins volunteered to attend the Health Advisory meeting on November 29 at Jenny Wiley Lodge.

Program Governance Training

Mr. Jenkins provided members with Robert's Rules of Order along with BSACAP Program Specifics 23-24 and contact information for Delegate Agencies and Central Office Staff. He discussed the roles of PC members and their shared decision making roles with Head Start governance.

Statistical Report:

Jessica Crabtree explained the Statistical Report. She awarded Paintsville with the highest average daily attendance with 90.3%. Pike County had the highest average volunteer hours per child for the month, and Floyd County had the highest percentage of parents attending meetings for October.

Financial Report/Training:

Members were provided with a copy of the October Financial Report. Mr. Jenkins explained each of the line items on the Financial Report and what typical costs are

associated with individual lines. He asked members to review the items and we can revisit anything that isn't clear at the next meeting.

Motion Made By: Phyllis Lowe
Seconded By: Keaton Morton
Motion Carried: Yes

Nutrition Report

The Nutrition Report summarizes the number of children served breakfast, lunch and snacks in October.

Director's Report

A copy of the Director's Report was provided to members. It included family information for currently enrolled children.

Door Prizes

Door prizes were awarded to members.

Business from the Floor

Members voted to have the December meeting at Peking in Paintsville.

Adjourn:

Motion Made By: Krista Vanhooose
Seconded By: Ashley Hignite
Motion Carried: Yes

Chairperson