

BSACAP POLICY COUNCIL MINUTES

DATE: FEBRUARY 21, 2017

Robin Salyer (S)
Kayla Sexton (A)
Kathy Adams (S)
Willard Ausmus (M)
Shawna Williams (S)
Tracy Jenkins (S)
Sheila Mollett (A)
Melinda Lykins (M)
Bronna Francis (S)
Leslie Ratliff (A)
Steve Walters (V)

Teresa Adkins (M)
Nellie Chapman (A)
Amanda Hicks (M)
Margaret Howell (V)
Melinda Hall (S)
Bobbi Jarrell (S)
Dawn Gullett (M)
Amber Koch (M)
Dawn Fitzpatrick (CR)
Amanda Walters (M)
Leah Cure (S)

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

Meeting Called To Order By:

Amanda Hicks

Roll Call:

Dawn Gullett

Twelve voting members were present which does constitute a quorum.

Approval of Minutes:

Members received and reviewed the minutes with no questions.

Motion Made By:

Amber Koch

Seconded By:

Amanda Walters

Motion Carried:

Yes

New Business:

Financial Report:

Members received and reviewed the financial report and the credit card expenditure with no questions. Mr. Jenkins noted that the report shows that nearly 50 percent of revenue has been used. Mr. Jenkins explained that only 50 percent of our funding has been received so therefore, we are right on target.

Motion Made By:

Amanda Walters

Seconded By:

Sheila Mollett

Motion Carried:

Yes

Statistical Report:**(No Action Needed)**

Family Services Manager Melinda Hall recognized Floyd County for having the highest average daily attendance and the highest parent meeting attendance. Johnson County was also acknowledged for having the highest volunteer hours. Both programs were given a certificate of achievement.

Director's Report**(No Action Needed)**

Members were provided the director's report which explained the importance of CLASS. The report also had a comparison between our program and the national average in all ten dimensions. The comparison showed that our program is above the national average in every dimension. Mr. Jenkins pointed out that our program does not give the teacher's notice on when CLASS observations are being done; however, the classrooms we are compared to do.

School Readiness Committee Membership:

Because of the approaching school readiness meeting, Mr. Jenkins asked if there were any other parents interested in serving on the committee. Amanda Hicks and Dawn Gullett volunteered. In all there are four parents on the committee: Amanda Hicks, Dawn Gullett, Amanda Walters, and Nellie Chapman. Mr. Jenkins informed those members of the school readiness meeting on March 2nd at the Ramada Inn in Paintsville.

Policy Review & Approval:

Mr. Jenkins explained that various policies needed to be updated because of some changes to coincide with the new performance standards. Those policies were (1) **Staff Qualifications**, (2) **Staff Professional Development Assistance**, (3) **Background Checks and Selection Procedures**. Mr. Jenkins said that all managers are now required to have a bachelors degree and all family advocates are required to have a credential or a degree in a related field such as social work. In order to save cost associated with getting the credential, Family Services Manager Melinda Hall is being trained in Chicago to give Family Advocates the credential training. Mr. Jenkins said that there were no changes to the staff professional development assistance policy except for it needed to be renewed. Many changes will take effect to the Background Checks and Selection Policy, Mr. Jenkins said. All staff including subs, bus drivers, and "regular" volunteers will now be required to undergo a CAN check and state and FBI background check with fingerprints. Members were emailed a copy of the policies ahead of the meeting.

Motion Made By:

Teresa Adkins

Seconded By:

Amber Koch

Motion Carried:

Yes

Model City Self-Assessment Plans:

Members were emailed the Model City Self-Assessment Plan. They had no questions concerning the plans.

Motion Made By: Amanda Walters
Seconded By: Amber Koch
Motion Carried: Yes

Nutrition Report: (No Action Needed)

Members received and reviewed the nutrition report with no questions.

Adjourn:

Members opted to hold the March meeting at Reno's in Prestonsburg. Should that facility be unavailable, they chose El Azul. Hearing no other business from the floor, Ms. Hicks asked for a motion to adjourn the meeting.

Motion Made By: Amber Koch
Seconded By: Amanda Walters
Motion Carried: Yes

Chairperson