

BSACAP POLICY COUNCIL MINUTES

DATE: MARCH 21, 2017

Dawn Fitzpatrick (CR)
Teresa Adkins (M)
Michelle Cook (S)
Kysha Fletcher (M)
Bronna Francis (S)
Nikita Adkins (V)
Melissa Wallen (A)
Victoria Ray (M)
Sue Brown (CR)
Nellie Chapman (A)
Tracy Jenkins (S)
Melinda Hall (S)

Ashley Hayden (M)
Robin Salyer (S)
Leah Cure (S)
Dawn Gullett (M)
Kayla Sexton (A)
Ethel Wallen (CR)
Teresa Campbell (S)
Leslie Ratliff (A)
Amanda Hicks (M)
Marie Langel (S)
Shawna Williams (S)

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

Meeting Called To Order By:

Chairperson: Amanda Hicks

Roll Call:

Secretary: Dawn Gullett

Thirteen voting members were present which does constitute a quorum.

Approval of Minutes:

Members received and reviewed the minutes with no questions.

Motion Made By:

Sue Brown

Seconded By:

Nellie Chapman

Motion Carried:

Yes

Old Business:

Curriculum Committee Membership:

Members agreed that Amanda Walters would serve on the committee. If she was unable, Dawn Gullett volunteered. Amanda Walters was contacted after the meeting and did agree to sit on the committee.

Motion Made By:

Sue Brown

Seconded By:

Dawn Fitzpatrick

Motion Carried:

Yes

New Business:

Financial Report:

Members received and reviewed the financial report and credit card expenditure with no questions.

Motion Made By: Victoria Ray
Seconded By: Leslie Ratliff
Motion Carried: Yes

Statistical Report: (No Action Needed)

Family Services Manager Melinda Hall presented certificates to Floyd County for having the highest parent meeting attendance, Model City for the highest average daily attendance, and Johnson County for the highest volunteer hours. She complimented their efforts.

Director's Report: (No Action Needed)

Members received and reviewed the director's report with no questions.

Approval of Model City Substitute:

BSACAP Head Start Director Tracy Jenkins stated that there was just one applicant, Cassandra Smith, interviewed. She has a high school diploma and previously worked for Model City Day Care. Ms. Hicks asked for a motion to approve Ms. Smith for the position.

Motion Made By: Leslie Ratliff
Seconded By: Dawn Fitzpatrick
Motion Carried: Yes

ERSEA Training:

Ms. Hicks asked for a motion to table the ERSEA training until the April meeting.

Motion Made By: Sue Brown
Seconded By: Dawn Fitzpatrick
Motion Carried: Yes

Policy Review & Approval:

Members were emailed policies to be reviewed. Mr. Jenkins explained various changes being made to all 9 of the policies. Those policies to be approved were: Recruitment and Enrollment Opportunities, Age and Income Eligibility, Selection Process, Enrollment, Reenrollment, Child Attendance, Documenting Child Attendance, Voluntary/Involuntary Withdrawal of Children, and Parent/Child Fees. Mr. Jenkins reported that members would

be approving more policies over the next several months.

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

Nutrition Report: (No Action Needed)

Members reviewed the nutrition report with no questions.

Adjourn:

Members opted to have the April meeting at the Jenny Wiley Lodge. If that space is unavailable, they selected the Ramada Inn. Hearing no other business from the floor, Ms. Hicks asked for a motion to adjourn the meeting.

Motion Made By: Sue Brown
Seconded By: Dawn Fitzpatrick
Motion Carried: Yes

Chairperson